

REGISTERED COMPANY NUMBER: 06820903 (England and Wales)
REGISTERED CHARITY NUMBER: 1128498

**Report of the Trustees and
Unaudited Financial Statements
for the Year Ended 31 March 2023
for
Cheshire East CAB Limited**

Bennett Brooks & Co Limited
Chartered Accountants
St George's Court
Winnington Avenue
Northwich
Cheshire
CW8 4EE

Cheshire East CAB Limited

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Cheshire East CAB Limited

**Reference and Administrative Details
for the year ended 31 March 2023**

TRUSTEES	J G Baggott Dr. R J Cave D J Rodick A G Freeman Mrs J A Mallinson P A Carr
COMPANY SECRETARY	Ms E A Shaw
REGISTERED OFFICE	Ground Floor Delamere House Chester Street Crewe Cheshire CW1 2BE
REGISTERED COMPANY NUMBER	06820903 (England and Wales)
REGISTERED CHARITY NUMBER	1128498
INDEPENDENT EXAMINER	Bennett Brooks & Co Limited Chartered Accountants St George's Court Winnington Avenue Northwich Cheshire CW8 4EE

Cheshire East CAB Limited

Report of the Trustees for the year ended 31 March 2023

Cheshire East CAB Limited is a private company, limited by guarantee, registered in England and Wales.

The report also contains a directors' report as required by company law. The Trustees, who are also directors of the company for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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 date 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charity's objectives, as defined in the memorandum of association, are to promote any charitable purpose for the benefit of the community of Cheshire and surrounding areas by the advancement of education, the protection and preservation of health and the relief of poverty, sickness and distress and the addressing of discrimination and injustice.

Public benefit

The charity's trustees have complied with the duty in section 4 of the 2006 Act to have regard to public benefit guidance published by the charity commission.

Volunteers

Volunteers remain the cornerstone of our organisation. As the year went on we were able to welcome back some of those who, for various reasons, were unable to support our delivery during the Covid 19 pandemic. We were also pleased to be able to recruit new trainee volunteers, helping us to deliver our telephone Adviceline service. We ended the year with a complement of 41 volunteers, including new recruits. Their contribution to the service, if measured in monetary value can be estimated at £162,360.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The post covid cost of living crisis presented many challenges, not only for the people in our community but for organisations set to help them, voluntary and statutory alike and Citizens Advice Cheshire East was no exception. Demand for our services began to increase dramatically early in the year and our ability to cope with the demand was seriously tested.

Although we were able to secure some funds to help us meet the demand, we were experiencing difficulties recruiting new volunteers as we lost so many in the period after the pandemic eased. A number of young volunteers, who were recruited during the pandemic, left us to return to university or get paid employment.

Despite the challenges we were able to work with other organisations, attending multi-agency Information Hubs, providing face to face advice for those that are digitally excluded from accessing services online or by phone.

We worked with the local authority to deliver their Household Support Fund, providing financial support to those struggling with energy costs and supported people to access other available support including government grants and local foodbanks.

We also worked with Macmillan Cancer Support and our neighbouring Citizens Advice partners to develop a bid for funds to expand our existing, Crewe based service across Cheshire. From June 2023, the welfare benefit advice service will be available to any patient or their families, living in Cheshire, that has been diagnosed with cancer.

Due to the ongoing cost of living crisis, we saw increased numbers of people accessing money advice. Despite the uncertainties surrounding the funding of this service, we managed to retain all advisers and funding for this service to March 2025.

Further donation funding from National Citizens Advice in March meant we were able to recruit an adviser to increase our capacity to help more people accessing our Adviceline.

We continued to work closely with our neighbouring, local Citizens Advice, exploring options for joint working and shared resources.

FINANCIAL REVIEW

Financial position

The results for the year are shown in the Statement of Financial Activities.

Cheshire East CAB Limited

Report of the Trustees for the year ended 31 March 2023

FINANCIAL REVIEW

Principal funding sources

The principal sources of income for the charity came from:

Cheshire East Council contract fees for Universal Information and Advice services £174,510

Citizens Advice grant for Money Advice Service Debt Advice Project grant £80,966

South Cheshire Clinical Commissioning Group & Macmillan Cancer Support grant for Macmillan Benefits Service £30,897

St. Luke's Cheshire Hospice grant for Welfare Rights service for patients with life threatening illnesses and their families and carers £22,864

ESF & Lottery funded New Leaf grant for Financial Inclusion service that helps to move people closer to employment £31,150

Cheshire East Council Covid Recovery Fund to support individuals struggling with the impacts of covid to access services and improve their digital skills £29,413

Cheshire & Wirral Partnership Transforming Mental Health Community Asset Funding grant to support people experiencing poor mental health to engage with service providers £37,540

Congleton Town Council grant £5,000

Nantwich Churchwardens Merged Charity donation £4,000

Investment policy and objectives

The charity does not have an investment policy. The funds of the charity are held in interest bearing bank accounts to maximise returns.

Reserves policy

The trustees believe that the organisation should hold financial reserves in order to ensure that the charity can continue to operate and meet the needs of clients in the event of unforeseen and potentially financially damaging circumstances arising. The trustees consider that it would be prudent to set aside an amount equivalent to three months typical operating expenditure. Unrestricted funds, including the general reserve and designated funds are shown in the notes to the accounts together with their purpose.

The trustees have designated funds from general reserves to cover potential capital expenditure on premises (buildings fund) and funds to enable them to meet their legal obligations in the event of large scale redundancies.

Restricted funds are restricted by the donor or funder and cannot be used for the general purpose of the charity. Their existence and the sums of money therein, do not imply that there has been an underspend but may result from a variety of circumstances including timing differences between the charity's financial year and the funding year of the project concerned. An explanation of the restricted funds is given in the notes to the financial statements.

Going concern

The trustees of the charity have reviewed the financial circumstances of Cheshire East CAB Limited and take a view that the charity remains a going concern.

FUTURE PLANS

As well as a continued focus on volunteer recruitment, our plans for the coming year include extending our outreach into the community, building our partnerships with other local services and preparing for the recommissioning of our core service.

It is expected that funding will remain at current levels for the next year at least therefore, ensuring as much of the money we receive is used to deliver services that benefit our clients, we will continue to identify opportunities to reduce operating costs. To this end, proposals for downsizing our Crewe office were approved in early 2023, with the potential to reduce our rent costs by 60%.

We will continue to work together with our neighbouring local Citizens Advice in the north and west of Cheshire to identify efficiencies of scale in the procurement of goods and services as well as taking every opportunity to develop more county wide projects.

Developing our relationship with the Cheshire East Integrated Care Partnership will continue to be a key strategic aim, providing insights from the work we do to inform health planning and decision making.

Cheshire East CAB Limited

Report of the Trustees for the year ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Key management remuneration

The Trustees, who are also directors of the company, are responsible for the governance of the charity, providing oversight and strategic control. All directors give their time voluntarily and none received remuneration in the year save from out of pocket expenses as detailed in the financial statement.

Remuneration of senior staff reflects the role and responsibilities as laid out in job descriptions and person specifications. Increments are dependent on performance and availability of funding. They are paid from April following the first year of service until the highest point of the scale is reached.

Related parties & co-operation with other organisations

The trustees recognise the importance of continued collaborative working in order to deliver the best service possible to our clients. The organisation benefits from being part of a wide network of local service providers and has several partnership working arrangements.

These include

- Citizens Advice Cheshire North in the delivery of Universal Information & Advice Services
- Citizens Advice Cheshire West and Citizens Advice Cheshire North in the delivery of the Money and Pension Service Debt Advice Project (MaPSDAP)
- Cheshire CCG in delivering the Macmillan Benefit Service
- St. Luke's Cheshire Hospice in delivering the Hospice Benefits Service
- New Leaf partnership of 18 Cheshire wide organisations delivering support to job seekers

Risk management

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to those risks.

Systems and procedures have been established to identify, monitor and manage the risks that charity faces. Trustees and the Senior Management Team periodically review and update risks and mitigating actions.

The charity's operations expose the charity to a variety of financial risks. However, as it is a debt-free charity with a positive cash-flow, the impact of interest rate changes, debt market prices and liquidity are extremely low and all debts can be met as they fall due.

The statement of internal control (see below) sets out the risk and control framework.

The Trustee Board has a Risk Management Strategy and reviews the Risk Register annually. Key risks identified during the latest review were:

- Sustainability of the service as funding opportunities diminish and major funders recommission services -Meeting increasing demand
- Opening up services to in person delivery
- Recruiting and retaining volunteers with the necessary skills and knowledge to cope with the move to more digitally based services

Cheshire East CAB Limited

**Report of the Trustees
for the year ended 31 March 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Statement of internal control

The Trustees have overall responsibility for maintaining a sound system of internal control that supports the achievement of Citizens Advice Cheshire East's policies, aims and objectives whilst safeguarding the funds and assets of the organisation.

The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. Citizens Advice Cheshire East have adopted the National citizens Advice risk and control framework in order to identify and prioritise the risks to achievement of the service's policies aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised and to manage them effectively and economically.

Capacity to handle risk

Citizens Advice Cheshire East has a structured risk management process and responsibility lies with Trustees and Senior Management for the identification, assessment and management of the risks. Risks are identified and evaluated in the following ways:

- Regular reviews are carried out by the Trustees and Senior Managers.
- Periodic reviews are performed as part of the business impact risk assessment in order to assess the likelihood, impact and relevance of risks, current strategies applied and the strength of the strategies as they relate to the five key areas of Finance, Governance, Operational, Compliance and External factors. The residual risk is identified and action plans are created to further mitigate risk.
- Comprehensive budgeting systems, financial reporting and forecasts are reviewed and agreed by the Chief Officer, Treasurer and Trustees. Citizens Advice Cheshire East has a balanced approach to 'risk taking' and adopts an active approach to the mitigation of risk.

Information assurance

An information assurance team exists within the organisation to ensure the confidentiality, integrity and availability of all our sensitive data assets is maintained to a level which is consistent with requirements of our clients and our funding/strategic partners. All staff and volunteers have been trained to an appropriate level of compliance with the Information Commissioner's GDPR Data Protection Framework.

Approved by order of the board of trustees on 7 November 2023 and signed on its behalf by:



Dr. R J Cave - Trustee

**Independent Examiner's Report to the Trustees of
Cheshire East CAB Limited**

Independent examiner's report to the trustees of Cheshire East CAB Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

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

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

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.



Yvonne Wood FCA
The Institute of Chartered Accountants in England and Wales

Bennett Brooks & Co Limited
Chartered Accountants
St George's Court
Winnington Avenue
Northwich
Cheshire
CW8 4EE

Date: 23/11/23

Cheshire East CAB Limited

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	5,581	-	5,581	13,227
Charitable activities	5				
Bureau services		414,856	297,929	712,785	740,396
Investment income	4	1,012	-	1,012	215
Total		<u>421,449</u>	<u>297,929</u>	<u>719,378</u>	<u>753,838</u>
EXPENDITURE ON					
Charitable activities	6				
Bureau services		<u>487,024</u>	<u>261,687</u>	<u>748,711</u>	<u>749,879</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	16	(65,575) <u>36,730</u>	36,242 <u>(36,730)</u>	(29,333) <u>-</u>	3,959 <u>-</u>
Net movement in funds		(28,845)	(488)	(29,333)	3,959
RECONCILIATION OF FUNDS					
Total funds brought forward		200,555	3,606	204,161	200,202
TOTAL FUNDS CARRIED FORWARD		<u><u>171,710</u></u>	<u><u>3,118</u></u>	<u><u>174,828</u></u>	<u><u>204,161</u></u>

The notes form part of these financial statements

Cheshire East CAB Limited

**Balance Sheet
31 March 2023**

	Notes	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	12	3,018	397	3,415	10,649
CURRENT ASSETS					
Debtors	13	36,070	2,722	38,792	24,095
Cash at bank and in hand		179,464	-	179,464	250,103
		215,534	2,722	218,256	274,198
CREDITORS					
Amounts falling due within one year	14	(46,843)	-	(46,843)	(80,686)
NET CURRENT ASSETS		168,691	2,722	171,413	193,512
TOTAL ASSETS LESS CURRENT LIABILITIES		171,709	3,119	174,828	204,161
NET ASSETS		171,709	3,119	174,828	204,161
FUNDS	16				
Unrestricted funds				171,709	200,555
Restricted funds				3,119	3,606
TOTAL FUNDS				174,828	204,161

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 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 provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 7 November 2023 and were signed on its behalf by:



D J Rodick - Trustee

Cheshire East CAB Limited

**Cash Flow Statement
for the year ended 31 March 2023**

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	(70,049)	109,798
Net cash (used in)/provided by operating activities		(70,049)	109,798
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,602)	(7,040)
Interest received		1,012	215
Net cash used in investing activities		(590)	(6,825)
Change in cash and cash equivalents in the reporting period		(70,639)	102,973
Cash and cash equivalents at the beginning of the reporting period		250,103	147,130
Cash and cash equivalents at the end of the reporting period		179,464	250,103

The notes form part of these financial statements

Cheshire East CAB Limited

**Notes to the Cash Flow Statement
for the year ended 31 March 2023**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023 £	2022 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(29,333)	3,959
Adjustments for:		
Depreciation charges	8,837	8,303
Interest received	(1,012)	(215)
(Increase)/decrease in debtors	(14,698)	69,065
(Decrease)/increase in creditors	(33,843)	28,686
Net cash (used in)/provided by operations	<u>(70,049)</u>	<u>109,798</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22 £	Cash flow £	At 31.3.23 £
Net cash			
Cash at bank and in hand	250,103	(70,639)	179,464
	<u>250,103</u>	<u>(70,639)</u>	<u>179,464</u>
Total	<u>250,103</u>	<u>(70,639)</u>	<u>179,464</u>

The notes form part of these financial statements

Cheshire East CAB Limited

Notes to the Financial Statements for the year ended 31 March 2023

1. STATUTORY INFORMATION

Cheshire East CAB Limited is a private company, limited by guarantee, registered in England and Wales. The company's registered number, registered charity number and registered office can be found in the Reference and Administrative Details section of the Trustees' Report.

The presentation currency of the financial statements is Pounds Sterling (£).

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, 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)' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Cheshire East CAB Limited meets the definition of a public benefit entity under FRS 102.

The trustees, having reviewed cash flow forecasts and projections for a period of greater than 12 months from the date of the accounts, and having considered the potential continuing impact of the Covid-19 pandemic, believe the immediate future of the charity to be secure and as such the accounts have been prepared under the going concern basis.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. All amounts are derived from ordinary activities and stated net of any discounts.

Donations in kind

Donations in kind are recognised as both income and expenditure at the best estimate of the value which would have to have been paid had the service not been donated.

Grants

Income from government and other grants, whether 'capital' grants or 'revenue' 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.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Cost includes the original purchase price of the asset and the costs attributable to bringing the asset to its working condition for its intended use.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Fixtures and fittings	- 33% on cost
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Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

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

Cheshire East CAB Limited

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

2. ACCOUNTING POLICIES - continued

Fund accounting

Funds are held for the duration of a grant or service contract. Surpluses or deficits are transferred to general funds in order to account for overheads, including staff costs, expended during the project.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Cash and cash equivalents

Cash and cash equivalents includes cash in hand, cash held with banks and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Short term debtors and creditors

Short term debtors and creditors with no stated interest rate are recorded at transaction price. Any losses arising from impairment are recognised in the profit and loss account.

3. DONATIONS AND LEGACIES

	2023	2022
	£	£
Donations	4,020	5,615
Donations in kind	1,561	7,612
	<u>5,581</u>	<u>13,227</u>

Donations in kind represent the rent-free use of property. An equivalent charge for rent is included within expenditure.

4. INVESTMENT INCOME

	2023	2022
	£	£
Bank interest receivable	1,012	215
	<u>1,012</u>	<u>215</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	31.3.23	31.3.22
	£	£
Grants and service contracts	712,784	740,396
Bureau services	<u>712,784</u>	<u>740,396</u>

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
Local government	302,614	331,217
Other	410,170	409,179
	<u>712,784</u>	<u>740,396</u>

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2023

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Bureau services	745,070	3,641	748,711

7. SUPPORT COSTS

	Finance £	Governance costs £	Totals £
Bureau services	73	3,568	3,641

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Auditors' remuneration		3,388
Accountancy	3,568	
Depreciation - owned assets	8,837	8,303

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

10. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	315,618	311,103
Social security costs	18,275	17,082
Other pension costs	9,764	8,711
	343,657	336,896

The average monthly number of employees during the year was as follows:

	2023	2022
	17	17
Charity staff		

No employees received emoluments in excess of £60,000.

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2023

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	13,227	-	13,227
Charitable activities			
Bureau services	378,661	361,735	740,396
Investment income	215	-	215
Total	<u>392,103</u>	<u>361,735</u>	<u>753,838</u>
EXPENDITURE ON			
Charitable activities			
Bureau services	<u>445,917</u>	<u>303,962</u>	<u>749,879</u>
NET INCOME/(EXPENDITURE)	(53,814)	57,773	3,959
Transfers between funds	<u>57,165</u>	<u>(57,165)</u>	<u>-</u>
Net movement in funds	3,351	608	3,959
RECONCILIATION OF FUNDS			
Total funds brought forward	197,202	3,000	200,202
TOTAL FUNDS CARRIED FORWARD	<u><u>200,553</u></u>	<u><u>3,608</u></u>	<u><u>204,161</u></u>

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2022	124,434
Additions	<u>1,602</u>
At 31 March 2023	<u>126,036</u>
DEPRECIATION	
At 1 April 2022	113,785
Charge for year	<u>8,836</u>
At 31 March 2023	<u>122,621</u>
NET BOOK VALUE	
At 31 March 2023	<u><u>3,415</u></u>
At 31 March 2022	<u><u>10,649</u></u>

Cheshire East CAB Limited

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Accrued income	5,494	13,706
Prepayments	33,298	10,389
	<u>38,792</u>	<u>24,095</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Other creditors	1,995	1,845
Accruals and deferred income	44,848	78,841
	<u>46,843</u>	<u>80,686</u>

15. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	43,258	32,468
Between one and five years	20,819	16,968
	<u>64,077</u>	<u>49,436</u>

16. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
Unrestricted funds				
General fund	80,555	(65,576)	36,730	51,709
Contingency and redundancy	100,000	-	15,000	115,000
Building fund	20,000	-	(15,000)	5,000
	<u>200,555</u>	<u>(65,576)</u>	<u>36,730</u>	<u>171,709</u>
Restricted funds				
Money Advice Service Debt Advice Project	3,606	15,192	(18,401)	397
New Leaf	-	8,620	(5,898)	2,722
Energy Redress	-	1,557	(1,557)	-
CWP	-	10,874	(10,874)	-
	<u>3,606</u>	<u>36,243</u>	<u>(36,730)</u>	<u>3,119</u>
TOTAL FUNDS	<u>204,161</u>	<u>(29,333)</u>	<u>-</u>	<u>174,828</u>

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2023

16. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	421,448	(487,024)	(65,576)
Restricted funds			
Money Advice Service Debt Advice Project	220,879	(205,687)	15,192
New Leaf	30,725	(22,105)	8,620
Energy Redress	4,880	(3,323)	1,557
CWP	41,446	(30,572)	10,874
	<u>297,930</u>	<u>(261,687)</u>	<u>36,243</u>
TOTAL FUNDS	<u>719,378</u>	<u>(748,711)</u>	<u>(29,333)</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	77,202	(53,812)	57,165	80,555
Contingency and redundancy	100,000	-	-	100,000
Building fund	20,000	-	-	20,000
	<u>197,202</u>	<u>(53,812)</u>	<u>57,165</u>	<u>200,555</u>
Restricted funds				
Money Advice Service Debt Advice Project	3,000	18,928	(20,772)	1,156
New Leaf	-	5,531	(3,081)	2,450
Help 2 Claim	-	26,696	(26,696)	-
Covid-19 Response and Recovery	-	6,616	(6,616)	-
	<u>3,000</u>	<u>57,771</u>	<u>(57,165)</u>	<u>3,606</u>
TOTAL FUNDS	<u>200,202</u>	<u>3,959</u>	<u>-</u>	<u>204,161</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	392,104	(445,916)	(53,812)
Restricted funds			
Money Advice Service Debt Advice Project	274,526	(255,598)	18,928
New Leaf	28,040	(22,509)	5,531
Help 2 Claim	49,366	(22,670)	26,696
Covid-19 Response and Recovery	9,802	(3,186)	6,616
	<u>361,734</u>	<u>(303,963)</u>	<u>57,771</u>
TOTAL FUNDS	<u>753,838</u>	<u>(749,879)</u>	<u>3,959</u>

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2023

16. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	77,202	(119,388)	93,895	51,709
Contingency and redundancy	100,000	-	15,000	115,000
Building fund	20,000	-	(15,000)	5,000
	<u>197,202</u>	<u>(119,388)</u>	<u>93,895</u>	<u>171,709</u>
Restricted funds				
Money Advice Service Debt Advice Project	3,000	34,120	(39,173)	(2,053)
New Leaf	-	14,151	(8,979)	5,172
Help 2 Claim	-	26,696	(26,696)	-
Covid-19 Response and Recovery	-	6,616	(6,616)	-
Energy Redress	-	1,557	(1,557)	-
CWP	-	10,874	(10,874)	-
	<u>3,000</u>	<u>94,014</u>	<u>(93,895)</u>	<u>3,119</u>
TOTAL FUNDS	<u>200,202</u>	<u>(25,374)</u>	<u>-</u>	<u>174,828</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	813,552	(932,940)	(119,388)
Restricted funds			
Money Advice Service Debt Advice Project	495,405	(461,285)	34,120
New Leaf	58,765	(44,614)	14,151
Help 2 Claim	49,366	(22,670)	26,696
Covid-19 Response and Recovery	9,802	(3,186)	6,616
Energy Redress	4,880	(3,323)	1,557
CWP	41,446	(30,572)	10,874
	<u>659,664</u>	<u>(565,650)</u>	<u>94,014</u>
TOTAL FUNDS	<u>1,473,216</u>	<u>(1,498,590)</u>	<u>(25,374)</u>

The general fund represents the free funds of the charity which are not designated for a particular purpose.

The contingency and redundancy fund represents monies designated by the trustees to cover unexpected expenditure and potential future redundancy costs should project funding not be available.

The building fund consists of monies designated by the trustees to cover the potential future costs of obtaining alternative premises. Elements of this fund were used in the prior year to fit out the new Crewe premises.

The Money Advice Service Debt Advice Project fund consists of monies provided by Citizens Advice to fund face to face money advice to clients.

The New Leaf fund comprises funding to provide assistance to people with multiple or complex barriers to work to move closer to or into employment by targeted mentoring and specialist support to individuals.

The Help 2 Claim fund comprises DWP monies allocated via Citizens Advice to help people reclaim Universal Credit.

Cheshire East CAB Limited

**Notes to the Financial Statements - continued
for the year ended 31 March 2023**

16. MOVEMENT IN FUNDS - continued

The Covid-19 Response and Recovery fund is to provide support to people from marginalised and hard to reach groups through the challenges presented by the Covid pandemic. Helping them to address immediate practical needs, build connections and skills that will improve wellbeing going forward.

The Energy Redress fund is to support the most vulnerable residents of Cheshire to reduce their energy bills and make the most of their energy supply. It aims to create awareness of, and support application to, funds and schemes that can help people with their energy costs.

The CWP fund is to provide an advice link service that will work closely with local mental health staff to develop a quick and easy referral pathway into our services and will also work closely with colleagues at Citizens Advice Cheshire East and other service providers, smoothing the client's pathway through the services that will aid their recovery and complement the mental health interventions being delivered.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

18. COMPANY LIMITED BY GUARANTEE

Cheshire East CAB Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of it's being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Cheshire East CAB Limited

Detailed Statement of Financial Activities
for the year ended 31 March 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,020	5,615
Donations in kind	1,561	7,612
	<u>5,581</u>	<u>13,227</u>
Investment income		
Bank interest receivable	1,012	215
Charitable activities		
Grants and service contracts	712,785	740,396
	<u>719,378</u>	<u>753,838</u>
Total incoming resources	<u>719,378</u>	<u>753,838</u>
EXPENDITURE		
Charitable activities		
Wages	315,618	311,103
Social security	18,275	17,082
Pensions	9,764	8,711
Sub contractors	280,780	276,782
Rent, rates and water	32,756	48,245
Insurance	1,962	2,601
Telephone	8,232	10,838
Printing, postage and stationery	32,282	27,511
Sundries	179	404
Staff training	4,415	95
Repairs, maintenance and IT costs	4,739	5,791
Cleaning	2,320	3,310
Travel expenses	3,091	1,399
Consultancy and recruitment	545	-
General expenses and project costs	4,174	7,786
Subscriptions, books and information	11,098	10,391
Legal and professional fees	4,409	4,513
Payroll charges	1,594	1,530
Depreciation	8,837	8,303
	<u>745,070</u>	<u>746,395</u>
Support costs		
Finance		
Bank charges	73	96
Governance costs		
Auditors' remuneration	-	3,388
Accountancy	3,568	-
	<u>3,568</u>	<u>3,388</u>
Total resources expended	<u>748,711</u>	<u>749,879</u>
Net (expenditure)/income	<u>(29,333)</u>	<u>3,959</u>

This page does not form part of the statutory financial statements