

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 2024
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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for the year ended 31 March 2024**

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Cheshire East CAB Limited

**Reference and Administrative Details
for the year ended 31 March 2024**

TRUSTEES	J G Baggott Dr. R J Cave D J Rodick A G Freeman J A Mallinson P A Carr M E Thompson (appointed 2.10.23)
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 2024

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 2024. 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

The year brought challenges in the recruitment of new volunteers. We believe post Covid and the cost of living crisis is impacting people's ability to volunteer their time due to long term health conditions experienced after a covid diagnosis, exacerbated by longer waiting time for treatment. High costs of child care and care responsibilities of elderly relatives may also be preventing the types of volunteers we would otherwise attract, from seeking volunteering opportunities. Alongside this, the stretch on public services means that, as well as competing with other voluntary organisations for recruits, we see statutory providers such as the police, the health service and local authorities, also trying to complement their services with volunteers, essentially trying to fill more opportunities from a diminishing pool of candidates.

However and despite losing some volunteers we have managed to recruit some and at the end of the year our complement stands at 34. Their contribution to the service, if measured in monetary value can be estimated at £116,688.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The cost of living crisis continued to present challenges for the organisation as demand for the service continued in an upward trend whilst resources remained static.

The bulk of the help we provided to clients was accessing a range of financial support including the continued Household Support Fund, local food banks and food pantries and vouchers for energy support.

Despite the challenges, we were able to celebrate successes. Securing a new, Pan Cheshire agreement with Macmillan Cancer Support, in partnership with our neighbouring Citizens Advice offices, enabled the work we have been doing in the south of the county for many years to be expanded to cancer patients across the three NHS Trusts in Cheshire.

We were also successful in obtaining grant funding from National Citizen Advice to deliver outreach services to the most deprived area of Cheshire East, Crewe. With the help of our partners at YMCA, St. Paul's Food Bank and Eagle Bridge surgery, we have been able to reach people who may otherwise not be able to access our service through other channels.

In the first half of the year we worked with our landlords at Cheshire East Council to downsize the space we occupy in their offices in Crewe. The decision to reduce the amount of space we use was taken, not only in response to our new hybrid working model but to reduce our overheads, making the efficiency savings needed to ensure our limited funds were concentrated on delivering frontline services.

We were disappointed to lose our Hospice Benefits Service as St. Lukes have decided to take this in-house. However, we continue to work with them on recruiting a new adviser and supporting them with peer support and supervision.

Our biggest success came later in the year, when we were notified that we had secured a new, three year contract from Cheshire East Council for the continued delivery of the Universal Information and Advice service.

We continued to work closely with our neighbouring, local Citizens Advice, exploring options for joint working and shared resources. We also welcomed a new trustee to the Board, bringing our number to seven.

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 2024

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 £83,790

Macmillan Cancer Support grant for Macmillan Benefits Service £34,433

St. Luke's Cheshire Hospice grant for Welfare Rights service for patients with life threatening illnesses and their families and carers £5,716

ESF & Lottery funded New Leaf grant for Financial Inclusion service that helps to move people closer to employment £2,575

Cheshire East Council Covid Recovery Fund to support individuals struggling with the impacts of covid to access services and improve their digital skills £9,633

Cheshire & Wirral Partnership Transforming Mental Health Community Asset Funding grant to support people experiencing poor mental health to engage with service providers £19,532

Citizens Advice Donation funding to meet the demand on the service due to the Cost of living Crisis £15,000

Citizens Advice Donation Funding to provide outreach services in Crewe £34,921

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.

Cheshire East CAB Limited

Report of the Trustees for the year ended 31 March 2024

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 continuing to work with our neighbouring local offices to develop joint working opportunities.

We plan to contribute to the national service strategy, ensuring resources are focussed fully on the delivery of frontline services to our communities, whilst supporting the network to innovate and build in resilience and sustainability.

As the cost of living crisis continues and energy costs remain a concern for most of our clients we will continue our support of a Citizens Advice Scotland's bid to Scottish Power Energy Networks for the delivery of energy advice and debt support to their customers across Cheshire East.

We will also continue to seek opportunities to allow us to support a wider diversity of people and groups from across our communities, including the possibility of bringing in funding from the up and coming H.M. Prisons and Probation Service's commissioning of finance, benefits and debt advice for prisoners and prison leavers.

We aim to further develop our relationships within the local and regional Health sectors, working with regional Citizens Advice offices to demonstrate how the impact of our work can contribute to improving poor health by addressing the wider determinants such as poverty and poor housing, tackling these issues upstream, preventing the crises that so often create more serious long term and costly health interventions.

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. Pay reviews are carried out annually in August and any increase approved are backdated to April of that financial year.

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)
- Macmillan Cancer Support, Citizens Advice Cheshire West and Citizens Advice Cheshire North in delivering the Macmillan Benefit Service
- St. Luke's Cheshire Hospice in delivering the Hospice Benefits Service
- St. Paul's Food Bank, YMCA and Eagle Bridge Medical Centre delivering outreach services in Crewe

Cheshire East CAB Limited

Report of the Trustees for the year ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

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

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

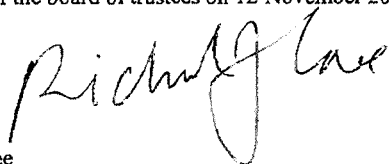
Citizens Advice Cheshire East has a structured risk management process and responsibility lies with Trustees and Senior Management for the identification, assessment and management of the risks. Risks are identified and evaluated in the following ways:

- 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 12 November 2024 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 2024.

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 Association of Chartered Certified Accountants, 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.

M Snape

Michael Joseph Snape FCCA

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

12 November 2024

Cheshire East CAB Limited

Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	3	178	-	178	5,581
Charitable activities	5				
Bureau services		672,373	57,028	729,401	712,785
Investment income	4	3,286	-	3,286	1,012
Total		<u>675,837</u>	<u>57,028</u>	<u>732,865</u>	<u>719,378</u>
EXPENDITURE ON					
Charitable activities	6				
Bureau services		<u>697,934</u>	<u>40,120</u>	<u>738,054</u>	<u>748,711</u>
NET INCOME/(EXPENDITURE)		(22,097)	16,908	(5,189)	(29,333)
Transfers between funds	16	<u>9,328</u>	<u>(9,328)</u>	<u>-</u>	<u>-</u>
Net movement in funds		(12,769)	7,580	(5,189)	(29,333)
RECONCILIATION OF FUNDS					
Total funds brought forward		171,709	3,119	174,828	204,161
TOTAL FUNDS CARRIED FORWARD		<u>158,940</u>	<u>10,699</u>	<u>169,639</u>	<u>174,828</u>

The notes form part of these financial statements

Cheshire East CAB Limited

Balance Sheet
31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	12	4,847	-	4,847	3,415
CURRENT ASSETS					
Debtors	13	20,150	-	20,150	38,792
Cash at bank and in hand		156,100	10,699	166,799	179,464
		176,250	10,699	186,949	218,256
CREDITORS					
Amounts falling due within one year	14	(22,157)	-	(22,157)	(46,843)
NET CURRENT ASSETS		154,093	10,699	164,792	171,413
TOTAL ASSETS LESS CURRENT LIABILITIES		158,940	10,699	169,639	174,828
NET ASSETS		158,940	10,699	169,639	174,828
FUNDS	16				
Unrestricted funds				158,940	171,709
Restricted funds				10,699	3,119
TOTAL FUNDS				169,639	174,828

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

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

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- 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 12 November 2024 and were signed on its behalf by:



D J Rodick - Trustee

Cheshire East CAB Limited

**Cash Flow Statement
for the year ended 31 March 2024**

	Notes	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	1	(9,184)	(70,049)
Net cash used in operating activities		<u>(9,184)</u>	<u>(70,049)</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(6,767)	(1,602)
Interest received		3,286	1,012
Net cash used in investing activities		<u>(3,481)</u>	<u>(590)</u>
Change in cash and cash equivalents in the reporting period		<u>(12,665)</u>	<u>(70,639)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>179,464</u>	<u>250,103</u>
Cash and cash equivalents at the end of the reporting period		<u><u>166,799</u></u>	<u><u>179,464</u></u>

The notes form part of these financial statements

Cheshire East CAB Limited

**Notes to the Cash Flow Statement
for the year ended 31 March 2024**

1. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024	2023
	£	£
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(5,189)	(29,333)
Adjustments for:		
Depreciation charges	5,335	8,837
Interest received	(3,286)	(1,012)
Decrease/(increase) in debtors	18,642	(14,698)
Decrease in creditors	(24,686)	(33,843)
Net cash used in operations	<u>(9,184)</u>	<u>(70,049)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.23	Cash flow	At 31.3.24
	£	£	£
Net cash			
Cash at bank and in hand	179,464	(12,665)	166,799
	<u>179,464</u>	<u>(12,665)</u>	<u>166,799</u>
Total	<u>179,464</u>	<u>(12,665)</u>	<u>166,799</u>

Cheshire East CAB Limited

Notes to the Financial Statements for the year ended 31 March 2024

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, 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 2024**

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

	2024	2023
	£	£
Donations	178	4,021
Donations in kind	-	1,560
	<u>178</u>	<u>5,581</u>

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

4. INVESTMENT INCOME

	2024	2023
	£	£
Bank interest receivable	<u>3,286</u>	<u>1,012</u>

5. INCOME FROM CHARITABLE ACTIVITIES

	31.3.24	31.3.23
	£	£
Grants and service contracts Bureau services	<u>729,401</u>	<u>712,784</u>

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

	31.3.24	31.3.23
	£	£
Local government	277,000	302,614
Other	452,401	410,170
	<u>729,401</u>	<u>740,396</u>

Cheshire East CAB Limited

**Notes to the Financial Statements - continued
for the year ended 31 March 2024**

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Bureau services	734,843	3,211	738,054

7. SUPPORT COSTS

	Finance £	Governance costs £	Totals £
Bureau services	61	3,150	3,211

8. NET INCOME/(EXPENDITURE)

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

	2024	2023
	£	£
Accountancy	3,000	3,568
Depreciation - owned assets	5,136	8,837

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

10. STAFF COSTS

	2024 £	2023 £
Wages and salaries	300,699	315,618
Social security costs	17,024	18,275
Other pension costs	8,217	9,764
	<u>325,940</u>	<u>343,657</u>

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

	2024	2023
Charity staff	<u>15</u>	<u>17</u>

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 2024

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

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

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1 April 2023	126,036
Additions	6,767
Disposals	<u>(53,521)</u>
At 31 March 2024	<u>79,282</u>
DEPRECIATION	
At 1 April 2023	122,621
Charge for year	5,335
Eliminated on disposal	<u>(53,521)</u>
At 31 March 2024	<u>74,435</u>
NET BOOK VALUE	
At 31 March 2024	<u><u>4,847</u></u>
At 31 March 2023	<u><u>3,415</u></u>

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2024

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accrued income	14,734	5,494
Prepayments	5,416	33,298
	<u>20,150</u>	<u>38,792</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Social security and other taxes	3,848	-
Other creditors	1,682	1,995
Accruals and deferred income	16,627	44,848
	<u>22,157</u>	<u>46,843</u>

15. LEASING AGREEMENTS

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

	2024	2023
	£	£
Within one year	22,181	43,258
Between one and five years	85,026	20,819
	<u>107,207</u>	<u>64,077</u>

16. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
Unrestricted funds				
General fund	51,709	(22,097)	9,328	38,940
Contingency and redundancy	115,000	-	-	115,000
Building fund	5,000	-	-	5,000
	<u>171,709</u>	<u>(22,097)</u>	<u>9,328</u>	<u>158,940</u>
Restricted funds				
Money Advice Service Debt Advice Project	397	(397)	-	-
New Leaf	2,722	(6,623)	3,901	-
Energy Redress	-	(374)	374	-
CWP	-	7,188	(7,188)	-
Community Outreach	-	17,114	(6,415)	10,699
	<u>3,119</u>	<u>16,908</u>	<u>(9,328)</u>	<u>10,699</u>
TOTAL FUNDS	<u>174,828</u>	<u>(5,189)</u>	<u>-</u>	<u>169,639</u>

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2024

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	675,837	(697,934)	(22,097)
Restricted funds			
Money Advice Service Debt Advice Project	-	(397)	(397)
New Leaf	2,576	(9,199)	(6,623)
Energy Redress	-	(374)	(374)
CWP	19,532	(12,344)	7,188
Community Outreach	34,920	(17,806)	17,114
	<u>57,028</u>	<u>(40,120)</u>	<u>16,908</u>
TOTAL FUNDS	<u>732,865</u>	<u>(738,054)</u>	<u>(5,189)</u>

Comparatives for 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>

Comparative 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>

Cheshire East CAB Limited

Notes to the Financial Statements - continued
for the year ended 31 March 2024

16. MOVEMENT IN FUNDS - continued

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

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	80,555	(87,673)	46,058	38,940
Contingency and redundancy	100,000	-	15,000	115,000
Building fund	20,000	-	(15,000)	5,000
	<u>200,555</u>	<u>(87,673)</u>	<u>46,058</u>	<u>158,940</u>
Restricted funds				
Money Advice Service Debt Advice Project	3,606	14,795	(18,401)	-
New Leaf	-	1,997	(1,997)	-
Energy Redress	-	1,183	(1,183)	-
CWP	-	18,062	(18,062)	-
Community Outreach	-	17,114	(6,415)	10,699
	<u>3,606</u>	<u>53,151</u>	<u>(46,058)</u>	<u>10,699</u>
TOTAL FUNDS	<u>204,161</u>	<u>(34,522)</u>	<u>-</u>	<u>169,639</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	1,097,285	(1,184,958)	(87,673)
Restricted funds			
Money Advice Service Debt Advice Project	220,879	(206,084)	14,795
New Leaf	33,301	(31,304)	1,997
Energy Redress	4,880	(3,697)	1,183
CWP	60,978	(42,916)	18,062
Community Outreach	34,920	(17,806)	17,114
	<u>354,958</u>	<u>(301,807)</u>	<u>53,151</u>
TOTAL FUNDS	<u>1,452,243</u>	<u>(1,486,765)</u>	<u>(34,522)</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 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.

Cheshire East CAB Limited

**Notes to the Financial Statements - continued
for the year ended 31 March 2024**

16. MOVEMENT IN FUNDS - continued

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.

The Community Outreach funds is received from National Citizens Advice as part of the Guardian Newspaper Donation, to provide outreach services for Crewe to support the community to access help with the cost of living crisis. Funding was for 1 year and the project will end in August 2024.

17. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

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 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	178	4,021
Donations in kind	-	1,560
	<u>178</u>	<u>5,581</u>
Investment income		
Bank interest receivable	3,286	1,012
Charitable activities		
Grants and service contracts	729,401	712,785
Total incoming resources	<u>732,865</u>	<u>719,378</u>
EXPENDITURE		
Charitable activities		
Wages	300,699	315,618
Social security	17,024	18,275
Pensions	8,217	9,764
Sub contractors	319,734	280,780
Rent, rates and water	14,079	32,756
Insurance	2,073	1,962
Telephone	10,080	8,232
Printing, postage and stationery	28,673	32,282
Advertising, marketing and PR	95	-
Sundries	511	179
Staff training	144	4,415
Repairs, maintenance and IT costs	5,322	4,739
Cleaning	-	2,320
Travel expenses	3,682	3,091
Consultancy and recruitment	598	545
General expenses and project costs	2,333	4,174
Subscriptions, books and information	10,213	11,098
Legal and professional fees	4,627	4,409
Payroll charges	1,404	1,594
Depreciation	5,335	8,837
	<u>734,843</u>	<u>745,070</u>
Support costs		
Finance		
Bank charges	61	73
Governance costs		
Accountancy	3,150	3,568
Total resources expended	<u>738,054</u>	<u>748,711</u>
Net expenditure	<u>(5,189)</u>	<u>(29,333)</u>

This page does not form part of the statutory financial statements