

Company registration number: 06728103

Charity registration number: 1129689

The Sophie Lancaster Foundation

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 October 2020

Tree Accountancy Limited
Chartered Certified Accountants
First Floor
Eastgate
Castle Street
Castlefield
Manchester
M3 4LZ

The Sophie Lancaster Foundation

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9 to 10
Balance Sheet	11 to 12
Notes to the Financial Statements	13 to 23

The Sophie Lancaster Foundation

Reference and Administrative Details

Trustees	Ms S Elder Ms F L Horton E N Freeman (resigned 31 October 2020) N Latus
Principal Office	87 Deardengate Haslingden Rossendale BB4 5SN The charity is incorporated in England and Wales.
Company Registration Number	06728103
Charity Registration Number	1129689
Bankers	Lloyds Bank plc 7 Manchester Road Burnley Lancashire BB11 1HT
Independent Examiner	Tree Accountancy Limited Chartered Certified Accountants First Floor Eastgate Castle Street Castlefield Manchester M3 4LZ

The Sophie Lancaster Foundation

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the The Sophie Lancaster Foundation for the year ended 31 October 2020.

Objectives and activities

Objects and aims

The promotion of equality and diversity for the public benefit by:

Advancing education and raising awareness in equality and diversity;

Promoting activities to foster understanding between people from diverse backgrounds;

Conducting or commissioning research on equality and diversity issues and publishing the results to the public;

Cultivating a sentiment in favour of equality and diversity;

The prevention of crime and the preservation and protection of health in particular but not exclusively of those subject to victimisation or violence by advancing education and raising awareness.

Help educate and overcome attitudes through group activities.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales

The Sophie Lancaster Foundation

Trustees' Report

Achievements and performance

The annual year 2019-2020 can be very clearly split into two disparate periods. The first part of the year, 1 November 2019 to 16 March 2020 remained largely unchanged from our normal trading environment. The Foundation continued to prioritise a number of strategic issues - Education and Training, Hate Crime and Policy, Outreach and Fundraising.

Education and Training

It was a busy start to the year with good demand for both primary and secondary resources and events. Highlights included a two day event in Blaby, Leicestershire, working alongside Leicestershire Police and organised by Hinckley and Blaby Council. The antibullying week event included screenings of Black Roses and our participation in a panel for the Q & A sessions. The Foundation also continued our work with Rotherham United Community Trust, delivering a Primary Train the Trainer day for them and Sylvia presenting to their Community Trust Forum at an event at the Kingswood Activity Centre in the Dearne Valley. Other events included delivering 7 workshop sessions to students at Elton High School in Bury and presentations to the entire Year 8 cohort at Moorside High School in Manchester. Presentations to Undergraduate students also took place at Blackburn College and Leicester University. We continue to work with education professionals and Sylvia was a keynote speaker at events for the National Education Union and at a PSHE Forum for teachers in Lancashire. Sylvia also presented at a Primary and Secondary education networking day in Blackpool.

Hate Crime and Policy

In November, The Foundation worked with North Yorkshire Police, delivering presentations at Neighbourhood Policing conferences in Scarborough and York. The police officers found the sessions very powerful and we discussed ways they might tackle some of the issues they were facing in their schools and communities regarding intolerance and hate crime. The Sophie workshop again proves an effective resource, as the interactive and non-prescriptive nature of the training means that it encourages frank conversations about the attitudes and opinions which are prevalent in any given community. Sylvia was very happy to return to our good friends at The National Holocaust Centre in January to take part in their 'Say No To Hate' conference.

Greater Manchester Hate Crime Awareness week in February was a busy period for the team, with workshops delivered to representatives from 10 schools in Oldham and awareness raising activities of the work of the Foundation in Bury.

Partnership working remains a key part of the Foundation's remit and we were very pleased to be asked to join The Anthony Walker Foundation's Hate Crime event at Merseyside Police in February. The Foundation also took part in two hate crime awareness events for Trafford College at their campuses in Altrincham and Stretford in March. Adam gave very impactful presentations; the students were very engaged and we received very positive feedback.

The most important area in policy development for this period is Sylvia's involvement and contribution to the Law Commission's Hate Crime review. Since Sophie's death, The Sophie Lancaster Foundation has lobbied to get alternative subcultures added to the monitored strands of hate crime. So far, 18 police forces in England and Wales now record this crime. The Law Commission review is currently examining the existing strands of hate crime and recommending what changes should be made to the current law. The final recommendations will be made in the next financial year.

The Sophie Lancaster Foundation

Trustees' Report

Outreach

Outreach remains central to raising awareness of the Foundation's work, reaching new audiences and making contact with people who may themselves have been affected by hate crime and intolerance. The annual SophieFest at the Breadshed in Manchester was a great opportunity to raise funds and awareness of our work and our thanks to Ric for his and the team's unstinting support. We also used this year's Make a Noise event, as an opportunity for Sylvia to record some videos and answer questions from supporters. Tomorrow's Ghost Festival at Whitby provided us with a great opportunity to meet many of our supporters and like all of the gigs and festivals we attend is a useful income generator from the sale of charity merchandise.

In March 2020, the operational plan for the Foundation was completely rewritten as from 17 March, staff were advised to work from home in accordance with Government advice at the onset of the UK Coronavirus pandemic. 17 March - 31 October 2020 presented the Foundation with the biggest challenge in its history as all income streams disappeared simultaneously in the wake of the cessation of all face to face training, live events and festivals. The largest audiences for the Foundation's services - schools and educational establishments, the Police and local authorities, were also some of the organisations mostly severely impacted by the effects of Covid-19 in terms of both operational practice and resources.

In spite of the difficulties, at the time of writing this report, the Foundation remains in a strong position. The Government's introduction of the furlough scheme was hugely beneficial and after initial complete furlough, staff were able to come back to work on a part time basis. All unnecessary spending was curtailed, and fundraising was prioritised.

Fundraising

Successful grant applications were made to The Community Foundation for Lancashire (£5,000) and The National Lottery Coronavirus Community Support Fund (£50,000). The Community Foundation for Lancashire grant was awarded for development of a new website and the National Lottery Community Fund grant was to help with salaries, fixed costs and project activities for charities facing acute financial difficulties as a result of the pandemic. Both grants have helped to stabilise the Foundation at a time of huge financial insecurity and have given us the mechanism for rapid digital transformation which will be a cornerstone of The Foundation's continued growth and development. The Foundation is extremely grateful to The Community Fund for Lancashire, The National Lottery Community Fund and the Government, for their support.

The new website will be launched shortly in the new financial year and the team have worked hard to develop and pilot training via online platforms. This will ensure The Foundation will be in a better position than ever to raise awareness and income regardless of the limitations caused by the pandemic.

The Sophie Lancaster Foundation

Trustees' Report

Going concern

In spite of the financial pressures on the business community as a result of the Coronavirus pandemic, we are pleased to report the good financial health of the Foundation. The introduction of the furlough scheme, the curtailment of unnecessary expenditure and the acquisition of new funding via grant schemes has enabled the Foundation to stabilise during the acute financial crisis and then to shore up reserves. We will continue to seek sponsorship in order to fund new developments but as the finances currently stand, and with most of our operations now digitally led and with minimal project expenditure; we have no doubt in the Foundation's ability to operate as a going concern in the future.

Structure, governance and management

Nature of governing document

The organisation is a registered charity operated under the rules of its constitution adopted 20 October 2010. The charity is a company limited by guarantee, registered in England and Wales, and does not have share capital. Each of the Trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

Recruitment and appointment of trustees

Trustees are chosen because of their diverse skill sets which they bring to the charity. In order to be able to fulfil their roles competently each new trustee is given guidance provided by the Charity Commission.

In order to understand the charity and its aims and objectives all trustees are invited to attend training sessions taking place within schools and working at festivals. These options allow each board member an opportunity to work at grass roots level and give an understanding of how the charity is multi-faceted and how they can help to drive the charity forward.

Arrangements for setting key management personnel remuneration

Remuneration for key management is discussed in full at the board meeting before being voted on.

Organisational structure

The board has no set maximum and currently consists of 4 trustees. The frequency of meetings is quarterly, with 4 meetings per year.

One third of the trustees are required to retire by rotation each year. There is no maximum number of terms of office a trustee can have.

The day to day running of the charity is carried out by Mrs S Lancaster, the Chief Executive.

The Sophie Lancaster Foundation

Trustees' Report

Financial instruments

The charity only has basic financial instruments.

Objectives and policies

The charity monitors risk through a risk management process which looks at all areas of the organisations operations.

The principal risk facing the Foundation is funding. As a charity who generates all of its own income, we are constantly aware of the pressures of finding funds and making our organisation as effective and streamlined as possible.

We will continue to invest sufficient resources into fundraising and will not outlay considerable project investment prior to successful project funding.

We will prioritise awareness raising activities to help ensure that in topical discussions on hate crime and difference we will continue to be seen as a significant and authentic voice. This will contribute to the long-term success of the Foundation through the achievement of our corporate aims and will support the generation of income through commercial bookings and events.

Financial review

Policy on reserves

The trustees believe the current net asset position is sufficient for the future needs of the organisation. However, these levels are to be reviewed annually.

The restricted funds held by the charity at 31 October 2020 were £3,200 (2019 - £Nil) and unrestricted reserves of £155,593 (2019 - £148,386).

Plans for future periods

The Foundation has undergone an enormous digital transformation in the last year which has enabled us to meet the challenges brought about by the pandemic. A new website and a shift to delivering quality, impactful education and training online has been an enormous achievement. Regardless of the extent and duration of social distancing, the Foundation will be able to earn income and reach new audiences through our digital initiatives. As a time and cost-effective method of delivery, it will remain a feature of our training portfolio even when in person training can again be conducted.

Marketing and awareness raising will be a key feature of the next period as we look to re-establish ourselves in the post pandemic trading environment. The new website and social media activities will greatly contribute to this.

Sponsorship will remain a key activity for the Foundation. Our aim is to generate new funding for the second half of the year and educational activities and resources continue to be a priority for funding.

The Sophie Lancaster Foundation

Trustees' Report

Statement of responsibilities

The trustees (who are also the directors of The Sophie Lancaster Foundation for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. 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 charitable company 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 apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 28/07/21 and signed on its behalf by:



N Latus
Trustee

The Sophie Lancaster Foundation

Independent Examiner's Report to the trustees of The Sophie Lancaster Foundation

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 October 2020 which are set out on pages 9 to 23.

Respective responsibilities of trustees and examiner

As the charity's trustees of The Sophie Lancaster Foundation (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 Sophie Lancaster Foundation 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

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 Sophie Lancaster Foundation 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.



Nicholas Hynes FCCA
Tree Accountancy Limited
Chartered Certified Accountants
First Floor
Eastgate
Castle Street
Castlefield
Manchester
M3 4LZ

Date: 29/07/21

The Sophie Lancaster Foundation

Statement of Financial Activities for the Year Ended 31 October 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	106,859	5,000	111,859
Charitable activities	4	35,613	-	35,613
Investment income	5	31	-	31
Total income		142,503	5,000	147,503
Expenditure on:				
Raising funds	6	(51,075)	(1,800)	(52,875)
Charitable activities	7	(84,221)	-	(84,221)
Total expenditure		(135,296)	(1,800)	(137,096)
Net income		7,207	3,200	10,407
Net movement in funds		7,207	3,200	10,407
Reconciliation of funds				
Total funds brought forward		148,386	-	148,386
Total funds carried forward	16	155,593	3,200	158,793
	Note	Unrestricted funds £	Total 2019 £	
Income and Endowments from:				
Donations and legacies	3	36,874	36,874	
Charitable activities	4	86,917	86,917	
Investment income	5	63	63	
Total income		123,854	123,854	
Expenditure on:				
Raising funds	6	(37,873)	(37,873)	
Charitable activities	7	(87,775)	(87,775)	
Other expenditure		(1,083)	(1,083)	
Total expenditure		(126,731)	(126,731)	
Net expenditure		(2,877)	(2,877)	
Net movement in funds		(2,877)	(2,877)	
Reconciliation of funds				
Total funds brought forward		151,263	151,263	

The Sophie Lancaster Foundation

Statement of Financial Activities for the Year Ended 31 October 2020
(Including Income and Expenditure Account and Statement of Total Recognised
Gains and Losses)

	Note	Unrestricted funds £	Total 2019 £
Total funds carried forward	16	<u>148,386</u>	<u>148,386</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 16.

The Sophie Lancaster Foundation
(Registration number: 06728103)
Balance Sheet as at 31 October 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	11,425	15,234
Current assets			
Stocks	13	17,199	19,650
Debtors	14	2,742	5,500
Cash at bank and in hand		131,101	120,223
		151,042	145,373
Creditors: Amounts falling due within one year	15	(3,674)	(12,221)
Net current assets		147,368	133,152
Net assets		158,793	148,386
Funds of the charity:			
Restricted funds		3,200	-
Unrestricted income funds			
Unrestricted funds		155,593	148,386
Total funds	16	158,793	148,386

For the financial year ending 31 October 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The Sophie Lancaster Foundation

(Registration number: 06728103)
Balance Sheet as at 31 October 2020

The financial statements on pages 9 to 23 were approved by the trustees, and authorised for issue on 28/07/20 and signed on their behalf by:



N Latus
Trustee

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

1 Charity status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

87 Deardengate
Haslingden
Rossendale
BB4 5SN

The company registration number is 06728103

The charity registration number is 1129689

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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

Basis of preparation

The Sophie Lancaster Foundation 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 notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

The Trustees have considered the impact of COVID 19 on the charity within the financial year. They believe although this has impacted the charity it has not affected its ability to continue trading and as a result the accounts are prepared under the going concern basis.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Income and endowments

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and fees are reflected in the accounts when receivable. Donations, gifts and other income are reflected in the accounts when the charity is entitled to the receipt, the amount can be measured with reasonable accuracy and the charity has an unconditional entitlement to the resources.

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

Gifts, including gifts in kind, are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind used by the charity are included in the SOFA as incoming resources when receivable.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

Fund raising costs are those incurred raising income for the charity through events and promotions. Management and administration costs are those incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

Governance costs

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

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	25% Reducing balance
Office equipment	25% Reducing balance

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow moving stocks.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity contribution is restricted to the contributions disclosed in note 9. The costs of the defined contribution scheme are included within salaries costs.

Financial instruments

Classification

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.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

3 Income from donations and legacies

	Unrestricted funds			
	General £	Restricted funds £	Total 2020 £	Total 2019 £
Grants, including capital grants;				
Grants	89,603	5,000	94,603	-
Donations	17,256	-	17,256	36,874
	<u>106,859</u>	<u>5,000</u>	<u>111,859</u>	<u>36,874</u>

Included in grant income is £39,603 (2019 - £Nil) received under the CJRS.

4 Activities for generating funds

	Unrestricted funds			
	General £	Total 2020 £	Total 2019 £	
Merchandise	7,849	7,849	37,929	
Fundraising	23,859	23,859	27,405	
Presentation	3,905	3,905	21,583	
	<u>35,613</u>	<u>35,613</u>	<u>86,917</u>	

5 Investment income

	Unrestricted funds			
	General £	Total 2020 £	Total 2019 £	
Interest receivable and similar income;				
Interest receivable on bank deposits	<u>31</u>	<u>31</u>	<u>63</u>	

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

6 Expenditure on raising funds

Cost of generating funds	2020	2019
	£	£
Rent of shop	4,494	4,800
Light, heat & water	529	564
Insurance	487	487
Repairs	2,378	342
Telephone & internet	760	1,131
Wages, social security & pension	36,714	23,268
Computer costs	2,547	537
Other costs	2,150	2,069
Legal & professional fees	1,250	1,153
Stationery	475	3,522
Advertising	17	-
Training	650	-
Interest	424	-
	<u>52,875</u>	<u>37,873</u>

Included in computer costs is £1,800 (2019 - £Nil) restricted costs.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

7 Expenditure on charitable activities

	Unrestricted funds		
	General £	Total 2020 £	Total 2019 £
Merchandise	5,460	5,460	11,819
Printing	-	-	4,968
Travelling	1,416	1,416	3,507
Subscriptions	517	517	216
Motor expenses	3,246	3,246	5,253
Primary training	-	-	1,100
Depreciation	3,809	3,809	2,619
Volunteer costs	-	-	402
Wages, social security and pension	66,571	66,571	55,667
Independent examination	1,620	1,620	1,560
Payroll production fees	1,582	1,582	664
	<u>84,221</u>	<u>84,221</u>	<u>87,775</u>

£84,221 (2019 - £87,775) of the above expenditure was attributable to unrestricted funds and £Nil (2019 - £Nil) to restricted funds.

8 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2020 £	2019 £
Loss on disposal of fixed assets held for the charity's own use	-	1,083
Depreciation of fixed assets	3,809	2,619
Independent examination	1,620	1,560
Accountancy services	<u>1,582</u>	<u>664</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses from the charity during the year.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

10 Staff costs

The aggregate payroll costs were as follows:

	2020	2019
	£	£
Wages and salaries	97,918	75,395
Social security	3,822	2,785
Pension costs	1,545	755
	<u>103,285</u>	<u>78,935</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2020 No	2019 No
Employee numbers	<u>4</u>	<u>4</u>

3 (2019 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £1,545 (2019 - £755).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £63,682 (2019 - £78,935).

11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

12 Tangible fixed assets

	Furniture and equipment £	Motor vehicles £	Total £
Cost			
At 1 November 2019	5,612	13,850	19,462
At 31 October 2020	5,612	13,850	19,462
Depreciation			
At 1 November 2019	4,367	3,670	8,037
At 31 October 2020	4,367	3,670	8,037
Net book value			
At 31 October 2020	1,245	10,180	11,425
At 31 October 2019	1,245	10,180	11,425

13 Stock

	2020 £	2019 £
Stocks	17,199	19,650

14 Debtors

	2020 £	2019 £
Trade debtors	2,742	5,500

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

15 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	174	168
Other taxation and social security	1,683	7,526
Other creditors	197	2,967
Accruals	1,620	1,560
	<u>3,674</u>	<u>12,221</u>

16 Funds

	Balance at 1 November 2019 £	Incoming resources £	Resources expended £	Balance at 31 October 2020 £
Unrestricted funds				
<i>General</i>				
General	148,386	102,900	(95,693)	155,593
Restricted funds				
Community Foundation	-	5,000	(1,800)	3,200
Total funds	<u>148,386</u>	<u>107,900</u>	<u>(97,493)</u>	<u>158,793</u>
	Balance at 1 November 2018 £	Incoming resources £	Resources expended £	Balance at 31 October 2019 £
Unrestricted funds				
<i>General</i>				
General	<u>151,263</u>	<u>123,854</u>	<u>(126,731)</u>	<u>148,386</u>

The specific purposes for which the funds are to be applied are as follows:

The restricted fund is from the Community Foundation to be used for the development of a new website.

The Sophie Lancaster Foundation

Notes to the Financial Statements for the Year Ended 31 October 2020

17 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Tangible fixed assets	11,425	11,425
Current assets	151,042	151,042
Current liabilities	<u>(3,674)</u>	<u>(3,674)</u>
Total net assets	<u>158,793</u>	<u>158,793</u>

18 Analysis of net funds

	At 1 November 2019 £	Cash flow £	At 31 October 2020 £
Cash at bank and in hand	120,223	10,878	131,101
Net debt	<u>120,223</u>	<u>10,878</u>	<u>131,101</u>

19 Related party transactions

There were no related party transactions in the year.