

Charity registration number 1135640

Company registration number 07140266 (England and Wales)

ACCESS COMMUNITY TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

ACCESS COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr S Wright (Chairman)	
	Mr G Jermyn	(Resigned 01 April 2023)
	Mr D Ellis	
	Mr A Howell	
	Mrs J Sutton	
	Mr H Tidman	
	Mrs T Tye-Hopkins	
	Mr B Adnams	
	Mrs S Cunningham	(Resigned 13 September 2022)
	Mrs K Hughes	(Resigned 01 November 2022)
	Mr N Bird	(Resigned 17 August 2023)
Chief Executive Officer	Mrs E Ratzer MBE	
Charity number	1135640	
Company number	07140266	
Principal address	132 Bevan Street East Lowestoft NR32 2AQ	
Registered office	132 Bevan Street East Lowestoft NR32 2AQ	
Auditor	Ensors Accountants LLP Connexions 159 Princes Street Ipswich IP1 1QJ	
Bankers	National Westminster Bank 53 London Road North Lowestoft NR32 1BJ	

ACCESS COMMUNITY TRUST

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ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2022

The Trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019).

The information contained within the Legal and Administrative Information forms part of this report.

Objectives and activities

The charitable Trust was formed in 1975 and is established to promote social inclusion for community benefit, by preventing people from becoming socially excluded and relieving the needs of those who are socially excluded by assisting them to integrate into society.

In setting our annual programmes, we have regard to both the Charity Commission's general guidance on public benefit and the prevention and relief of poverty for the public benefit. The Trustees always ensure that the projects and services undertaken are in line with our charitable objects and aims.

Through its activities the Trust's ethos of 'supporting individuals to achieve their potential' remains at the heart of everything we do, as we strive to assist people in their time of need. In providing services, the Trust seeks to make real difference by bringing, in the first instance, stability and security to individuals or households' daily life and assisting them to address some of the problems and difficulties they are facing. This will often involve rebuilding self-esteem, facilitating links with other agencies and assistance in acquiring the skills and knowledge necessary for independent living.

In order to achieve its objectives, the Trust needs to ensure that it maintains a high profile in the sector and is well-positioned to influence key stakeholders. The Trust is well represented on key strategy bodies in the county, particularly in respect of its core funding, including Suffolk and Norfolk Housing Related Support (HRS) voluntary sector representation groups, County and District Strategic Partnerships, NHS Trusts, regional and national second-tier umbrella organisations, etc. The Trust proudly nurtures and maintain a highly motivated and well-trained workforce, to deliver quality services to the people it houses and supports within a framework of best practice.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

The Trust met its objectives through the operation of the following themes:

Accommodation

Supporting statutory duty, our network continues to operate a number of premises that assist with immediate need for housing in their locality due to individual complexities.

Suffolk:

The Fyffe Centre

Lowestoft (Housing Related Support)

27 unit open access supported accommodation scheme for single homeless people.

Phoenix House

Lowestoft (Housing Related Support)

23 unit open access supported accommodation scheme for single homeless people.

Bostock House

Lowestoft

14 unit self-contained accommodation scheme used for unsupported homeless accommodation.

Haven Court

Lowestoft (Housing Related Support)

13 unit supported accommodation scheme for young single parents and babies.

Bridge View

Lowestoft

Community space for emergency support and provisions for homeless and vulnerable populations.

Denmark House

Lowestoft (Housing Related Support)

8 unit supported housing for individuals aged 55 years and over.

Beaconsfield House

Lowestoft (Housing Related Support)

19 unit self-contained accommodation scheme for people 18 to 24 years of age.

Avenue Mansions

Lowestoft (Housing Related Support)

8 unit supported accommodation scheme alongside 8 bed Somewhere Safe to Say Hub - homeless provision.

Maidstone Road

Felixstowe (Housing Related Support)

12 unit supported accommodation scheme. (Housing Related Support).

Norfolk:

John Room House

Thetford – (Housing Related Support)

10 unit self-contained supported accommodation scheme with 12 move on apartments also on site.

Elm House

Thetford (opened Spring 2022)

18 unit temporary accommodation complex operated in partnership with Breckland Council.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Health and Wellbeing

Dual Diagnosis Service (Waveney District, Suffolk)

Consisting of Mental Health nurses, therapists and highly experienced Senior Support Workers who all have experience and qualifications in providing therapeutic interventions for those suffering with mental health problems including: anxiety, depression, PTSD (Post Traumatic Stress Disorder), Bipolar Affective Disorder, OCD, alcohol/substances.

SWAN Social Prescribing (Beccles, Bungay, Halesworth, Kessingland and Southwold)

Supporting local GP surgeries with facilitators that connect people to activities, groups and services in their community to meet their practical, social and emotional needs.

Connect for Health Social Prescribing (Felixstowe, Saxmundham and North East Suffolk)

Supporting local GP surgeries with facilitators to support patients with many things that affect health that can't be treated by doctors or medicine alone. (Contract completion June 2022)

STEAM House Cafes (Support/Transformation/Education/Ambition/Motivation)

High street community-based general mental health and crisis support hubs. Centre locations include King's Lynn, Gorleston, Thetford, and from October 2022 Ipswich and Bury St Edmunds. Sites provide up to 12 hours of daily support, 7 days a week, 365 days a year.

Hoarding Support (assisting East Suffolk and Great Yarmouth Borough Council)

Delivering non-judgmental, discreet house clearing and associated wellbeing support to individuals struggling with a hoarding disorder.

BEANS (Belong/Enrich/Adapt/Neurodiversity/Support)

Providing bespoke support to children, young people and their families navigating the journey of neurodiversity. The service area covers East and West Suffolk from bases in Saxmundham and Bury St Edmunds.

LEAF (Lived/Experience/Advisory/Forum)

This independent and coproduced service listens to the voices of those with lived experience of mental health provisions across Waveney and shares these collective views and experiences with commissioners to assist with the design of future services.

Youth Services

YOU (Youth/Outreach/United) Funding by BBC Children in Need, this service supports the personal and social development of young people by providing alternative education, enriching activities and community dining within a safe environment, where they can meet and engage.

PoP (Place of Pride)

Our young persons LGBTQ+ support group. Weekly digital and group in person meetup group

Linden House (Bury St Edmunds)

Delivering education, employment and general support services to young people. Funded by Denbury Homes

Chantry Youth Project (Ipswich)

Supporting volunteers to operate youth club provision and provide educational support to schools

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Social Enterprise and Employment

Sams and Enterprise Lounge (Lowestoft) – Community Café Social Enterprise initiative to develop community cohesion and provide space for initiatives that improve people's wellbeing.

Building Better Opportunities (Norfolk) - supporting the Norfolk Community College by providing specialist programmes of employment support.

The Crossing (Thetford) - providing information, guidance and advice services for the purposes of supporting members of the community with getting back into work.

The Waterways (Great Yarmouth) Café and Boating Lake – Community Café Social Enterprise initiative to provide employment and support to the local community alongside working to maintain a site of significant historical interest.

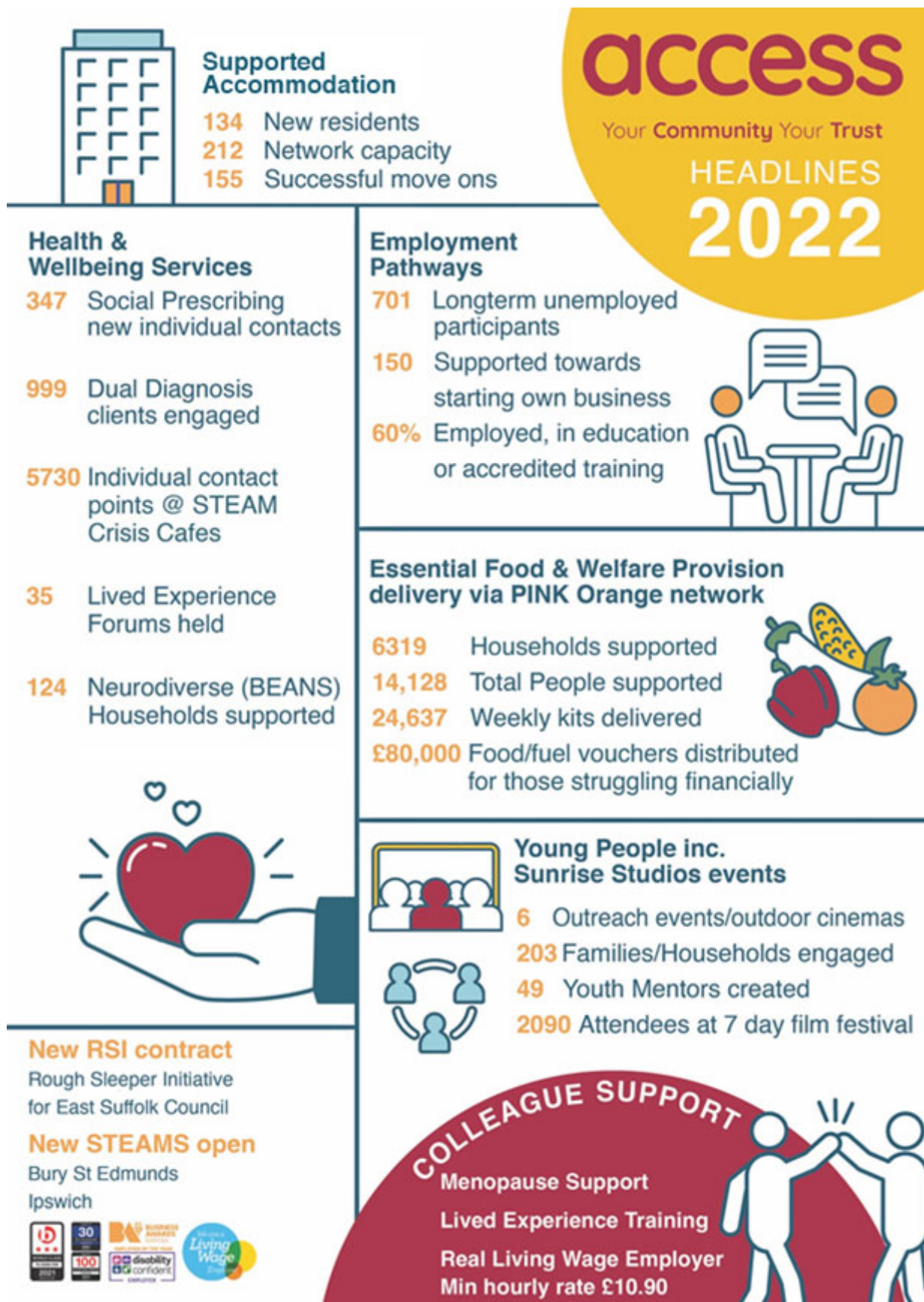
Pavilion Café (Woodbridge) - Community Café Social Enterprise initiative to develop community cohesion and provide space for initiatives that improve peoples' wellbeing and support the local community working in conjunction with Woodbridge Town Council and other local agencies.

SamsThetford – Community Café Social Enterprise initiative working in conjunction with The Crossing support services and in partnership with local agencies, statutory and non-statutory.

PINK Orange – Community ingredients kit delivery service across Norfolk and Suffolk for Free School Meal children and their families/households plus referrals from county councils for families in additional need.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022



ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Achievements and performance

The Trust has continued to face the challenges that have lingered after two years of Pandemic and financial implications of lockdowns.

The Trust acknowledges that after substantial growth during 2020 and 2021, 2022 was always going to be a year to take stock and review our continued resilience strategies and activities. The charitable environment continues to be hit with funding cuts, increasing demand and the need to 'do different', and the financial results for the year reflect the overall impact of these pressures.

To mitigate these risks the Trust continues to seek alternative sources of sustainable income and continues to be successful in applications for funding and bids for contracts. Diversification has been a key strategy to protecting the organisation for the future so we are not reliant on any one particular funding stream and we have done this whilst upholding our historic charitable aim of providing accommodation for homeless people.

The Board pays tribute to the Chief Executive for her continued enthusiasm and passion, along with the Senior Management Team and all the staff who have remained robust and committed at all times. We recognise the very great value our #wearefamily approach has had in supporting staff and we give great thanks for their dedication and ability to react positively to change.

2022 saw the launch of our new People Culture and Wellbeing Committee, which is led by frontline workers and does much to ensure our organisational values run like a golden thread through all that we do. We have refreshed our values for 2022 and beyond; Respect; Excellence, Ambition, Creativity and Honesty.

Noting the challenges referred to above, the accounts for the year show an overall deficit of £186,033 against our record-breaking turnover of £6.33 million. The position on unrestricted funds after transfers was nonetheless a small surplus of £55,633, with the main loss for the year representing a £242k reduction in the level of restricted funds brought forward from the previous year. The level of reserves remains a key focus area for the Trust, to strengthen financial resilience and ensure we remain in a strong position to face the many challenges ahead.

Further details of the financial results can be found in the next section of this report.

Restructuring our organisation to make it futureproof and robust regardless of our environment will be the key theme for 2023 and 2024. Whilst writing our 2021 report we made reference to the Cost-of-Living Crisis which was dominant in the media and predictably had an impact on the number of people who need our help. Towards the end of 2022 we had begun to see the startling realities of this continuing crisis with increases in rough sleeping, food poverty and family breakdowns. The board acknowledges that now is a time to reflect, learn and focus on 5 key themes that have been identified for the years ahead; Workforce; License to operate; diversify funding; delivering customer value and cost vs demand.

Going Concern

The trustees regularly monitor the performance of the trust and take close interest in the financial position to ensure we remain operationally stable. There have been challenges throughout 2022 which have been addressed head on with our new structure being implemented to address some of these now in 2023. At the time of writing the report, the newly appointed directors have provided and implemented plans for overall cost reductions through efficiencies, rota changes and property rationalisation, all without reducing services. The property review identified moves that could generate savings through the rental of alternative spaces and properties that we own that will need investment in time that could be sold and reinvest in more modern property to prevent costs over the coming years. Our switch to Xero has assisted our finance team to identify any variances quicker and allow us to correct any issues early to avoid long delays we have previously experienced. This in turn helps with cash flow and it is key that this work continues to ensure money is used efficiently, and will do so throughout 23/24. With all this and our plans for the year ahead, the board are content that we can continue to operate on a going concern basis.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Financial review

As noted above, the Trust ended the year with an overall deficit of £186,033, with a surplus on unrestricted funds of £55,633 being mitigated by a draw on restricted funds carried over from the previous year of £241,666.

To put those results into context, the unrestricted income for the year was just over £3 million and overall turnover for the Trust was just over £6.3 million; a record amount for the Trust, and an increase of 9.4% on the previous year, which itself was a record high.

Whilst the overall level of reserves remains a key focus point for trustees, the modest increase in the year in unrestricted funds is a positive outcome and contributes towards the overall sustainability and financial resilience of the charity to deal with the challenges ahead. It's also worth noting that unrestricted funds remain higher than they were before the start of the Pandemic.

The organisation continues to grow and diversify as part of its strategy to mitigate risks from key funding streams, as well as respond to the changing needs of our communities. Further commentary on those projects, our funding streams and the activities and successes in the year are detailed elsewhere in this report.

A breakdown of the financial results for the year is included below:

	£
Reduction in restricted funds (i.e. funds that can only be used for particular purposes)	(241,666)
Surplus on unrestricted funds (monies freely available to spend on any of the Trust's objectives)	54,791
Interest income on bank balances	842
Total deficit for the year	(186,033)

The income from charitable donations, gifts and legacies in the year was £40,615 (£36,064 in 2021), providing important additional funding over and above the specific grants obtained to support the Trust's projects. A total of £2,526,102 was spent from Restricted Funds in the year (£2,822,181 in 2021) met from fundraising income plus other grants received.

Income from Housing Related Support in the year was £664,374 – a rise over the previous year (£610,774) but making up just over 10% of total income compared to five years earlier when it constituted 32% of the Trust's incoming resources.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 DECEMBER 2022**

In respect of other occupancy-dependent income, Housing Benefits and residents' rent made up just under 20% of total income in the year (22% in 2021). The reliance on occupancy-related funding continues to be reviewed as part of the Trusts' overall risk management processes.

Government grants continue to make up an increasing proportion of total income with £1,942,971 received in 2022 compared to £1,423,914 in 2021. The Trust continues to receive core funding from local authorities and the NHS.

Income from management agreements increased in the year to £275,320 (4.3% of total income compared to 2.8% in 2021), and income from our cafes remained relatively constant at £261,628 (£265,737 in 2021). In addition, the Trust continues to receive funding from East Suffolk Council through grants and contracted work as well as annual funding for the Dual Diagnosis project via the local NHS Trust.

As with previous years, managing cash-flow remains a key priority for the Trust, especially given the varied and complex nature of the work we do and the variability of the related cashflows. During the year the Trust repaid £37k of its COVID bank loan (outstanding balance at the year end of £126,423) and at the end of 2022 cash balances stood at £125,660, a reduction in cash levels compared to 2021 (£209,571).

The closing balance sheet shows the Trust has net current liabilities at the year end of £120k compared with a net current asset of £152k at the end of 2021. This reflects the decrease in cash noted above, and an increase in money owed to the trust (debtors) compared to the previous year.

The Trust will continue to aim for growth in cash-backed reserves where conditions allow, in order to strengthen our resilience to the challenges ahead, and as part of the prudent financial management of the Trust. For more details on our reserves policy see the next section.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Reserves Policy

Access Community Trust is required under the Charities SORP to state the level of reserves it holds and the reasons for holding those reserves. Charity Commission guidance comments that the reserves policy should reflect the risks associated with the charity's business model, spending commitments and financial forecasts, and plans for the maintenance of essential services for beneficiaries, addressing any risks of unplanned closures on beneficiaries, staff and volunteers.

The guidance notes that "if a charity's income is volatile or insecure, or is vulnerable to factors outside of its own control, this may justify holding more reserves. Trustees should also consider if the charity's reserves are sufficient to protect it from the risk of insolvency or serious disruption to its charitable work". Trustees strongly believe that the maintaining of a realistic level of cash reserves is a legitimate objective of the Trust, and constitutes sound and prudent financial management.

The reserves policy assists in strategic planning by considering how new projects or activities will be funded, and informs financial planning and risk management by considering whether reserves need to be used during the financial year or built up for future projects, and by identifying any uncertainty in future income streams.

When considering an appropriate level of reserves, the trustees consider the risks of unforeseen emergencies or other unexpected need for funds, the need to cover for any exceptional operational costs, for example employing temporary staff to cover a long-term sickness absence, any significant fall in income, the Trust's planned commitments, or designations, that cannot be met by future income alone (for example a major capital project) and the need to fund potential deficits in a cash budget, for example where money may need to be spent before a funding grant is received. These risks determine the amount of reserves the Trust targets to hold.

A key factor in the targeted reserves level is the volatility of occupancy-based income and the predominantly fixed nature of expenditure, the largest element being staff costs. This imbalance necessitates the holding of cash reserves to allow for peaks and troughs in cash flows, to ensure the continuity of the Trust's core business and the fulfilment of pay commitments to staff.

The target reserves level for 2022 was based on analysis of the points above, the likelihood that they may occur, and the amount of funding that would be required if they did. The level of reserves is reviewed and agreed on an annual basis as part of the budget-setting plan. For 2022 the Trust's unrestricted cash-backed reserves target was £108k. The calculation of our reserves target and action plan that sits alongside that is part of our organisational review of 2023/24.

As at 31 December 2022 the level of unrestricted reserves stood at £454k, however this is held in the form of tangible fixed assets used for delivery of services, and therefore not freely available to spend. Tangible fixed assets are therefore excluded from the operational reserves target above. Because of this shortfall, it remains an ambition of the Trust to strengthen the level of reserves over the longer term to provide improved resilience and protection from risk, so the level of cash-backed unrestricted reserves will remain a key risk area for the Trust to monitor and manage. As part of that journey, in 2023 the Trust took possession of property assets and cash balances from its consolidation of Lowestoft Over 60s Club into the work of the Trust and this will be supplemented with additional assets from the Beccles Over 55s Club in the near future. The trustees acknowledge the significant challenges of increasing cash-backed free reserves at a time of massive change and financial pressure on the charity and public sector, but remain focused on the need to be financially resilient and will therefore continue to look for opportunities to strengthen reserves as part of its medium to longer term planning processes.

Fundraising

Although the charity makes applications for grants to grant funding charities and accepts donations from local organisations and private individuals, the charity does not run fundraising campaigns or use third parties to raise funds on our behalf. We do not approach individuals in person, by email, telephone, social media or post to seek donations and have not received any complaints regarding fundraising.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) ***FOR THE YEAR ENDED 31 DECEMBER 2022***

Risk Management

The CEO and senior management team at the charity maintain a risk register which is actively reviewed at operational meetings and at the Board of Trustees meetings quarterly, or when necessity arises. The risk register is maintained using a simple scoring system to enable major risks to be identified and action plans created. The trustees review and agree policies, systems, and procedures to mitigate those risks identified.

The main risks arising from the charity's operations are reduction in funding, dependency on funding sources, cash flow risk, and increasing reserves.

Funding Risk

The charity seeks to manage funding risk by continuing to identify and apply for grant funding for new services rather than rely on statutory funding. The charity continues to develop a diverse range of services that produce unrestricted income and support the charity to become more financially sustainable.

Cash flow risk

The charity needs to manage cash-flow in order to meet its debts as they fall due. Management and the trustees therefore consistently monitor this and produce cash-flow forecasts to ensure there are sufficient cash reserves available in the charity.

Reserves Risk

The charity maintains sufficient funds on current account to meet short term demand. Throughout our 2023/24 transformation plan we are reviewing all aspects of reserves and risk management.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Plans for future periods

Notwithstanding the continuing challenges surrounding our charitable funding environment and increase in social poverty and exclusion, the trustees are keen to expand our community resilience approaches and look for new opportunities. One area we have already discussed with a local Lowestoft organisation is the potential for a merger, thus safeguarding community assets, support and employment.

We plan a full transformation programme for 2023 and 2024, moving our current financial year from a calendar year basis to an April to March financial year, to align the Trust with the financial years of its primary funders. This will mean our 2023 accounting year is extended to March 31st 2024. Our staffing structure will be reviewed alongside our ambition to increase wages and a full succession plan will be completed. We will be moving our current financial support package from SAGE to XERO.

By linking our challenges to our values we will start 2023 with a robust framework from which we can build our future organisation.

We ended 2022 with an initial staff led activity plan:

- Respect – Workforce e.g. Increase volunteer sign ups by 20% year on year
- Excellence – License to operate e.g. We have a robust governance process
- Ambition – Diversify Funding e.g. Increase number of donors by 100% within 12 months
- Creativity – Deliver Customer Value e.g. 90% of our customers rate our services as valuable and exceeding expectations
- Honesty – Costs vs Demand e.g. Cap operating costs to current levels + 10% for next 2 years

In conclusion

The year has felt like a natural break in our traditional ways of working whilst reflecting on our recovery from the response to the Pandemic emergency. Trustees remain keen to seize opportunities to expand the organisation and to be an excellent provider of quality services. Our Chief Executive is leading a large programme of change for 2023 and beyond, which we will reflect and learn from this year, taking into account changes we know are on the horizon such as a change in Suffolk Housing Related Support contracts.

The Board continues to monitor its own knowledge, skills and experience and any areas identified as being weak or in need of further support are being addressed through targeted recruitment of new trustees.

The Trust continues to enjoy a strong reputation within the region and this has helped to raise our profile further afield. We are hugely excited about our next steps in organisational development and community resilience. 2025 is our 50th year and event planning and fundraising for this will also feature in our plans for 2023/24.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

Structure, governance and management

Governing document

The governing document of the organisation is the Memorandum and Articles of Access Community Trust. Over the history of the Trust we have developed and extended our services in response to the needs of our communities and people. Our offer of accommodation-based services has now diversified into Employment, Education, Health and Wellbeing and thriving social enterprises..

Recruitment and appointment of trustees

Trustees are recruited by direct approaches to individuals either personally by existing Trustees and the Chief Executive or through membership bodies. The Trust has a policy relating to appointment of new trustees, and all applications are submitted to the Board for a decision. Trustees appointed to fill casual vacancies during the course of the year must offer themselves for election at the next Annual General Meeting.

Trustee induction and training

Guidance on governance, Trust policies and procedures and the induction and training of Trustees is contained in a comprehensive information pack provided online for Trustees on recruitment.

Organisational structure

Access Community Trust is a Charitable Trust, incorporated as a Company Limited by Guarantee and managed by a Board of Trustees, all of whom are volunteers.

The day to day running of the Trust's activities is undertaken by a team of managers, support workers and ancillary staff working together under the supervision of a Chief Executive who reports directly to the Board of Trustees. The Trust's strategic aims in the furtherance of its core business are formulated in the Trust's Strategic Plan. The Board of Trustees currently meets at least six times a year to review all matters of the Trust and exercise control over its general management and financial affairs. The Annual General Meeting and two Annual 'Away Days' form part of this meeting structure.

Arrangements for setting pay and remuneration

Access Community Trust Remuneration group meets annually to discuss the pay for the CEO and sets any other pay details for staff. The group consists of the Vice-Chair, Treasurer and another Trustee and any changes are signed off by the Board at the next pre-arranged Board meeting. The CEO is in attendance for the meeting (leaving for the discussion regarding the CEO's remuneration).

The main responsibilities of the group are to:-

- Review the salary of the CEO against performance and financial performance and make sure amendments are appropriate to ensure that salaries remain competitive.
- Approve any consolidated pay awards and staff salary increases outside of the annual review process as recommended from time to time by the Chief Executive.
- Determine pension arrangements and ensure that contractual terms on termination are fair to the individual and the charity, that poor performance is not rewarded and a duty to mitigate loss is recognised.

The objective of the policy is to ensure that the Chief Executive and staff team are provided with appropriate incentives to encourage enhanced performance and are, in a fair and responsible manner, rewarded for their individual contributions to the success of the Charity.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) ***FOR THE YEAR ENDED 31 DECEMBER 2022***

Related parties

The Trust has management agreements with Orwell Housing Association regarding Fyffe Centre, Phoenix House and Haven Court, Lowestoft, Suffolk and Breckland District Council for Elm House and John Room House.

Auditor

In accordance with the company's articles, a resolution proposing that Ensors Accountants LLP be reappointed as auditor of the company will be put at a General Meeting.

ACCESS COMMUNITY TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022


Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

Disclosure of information to auditor

Each of the Trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved on30/01/2024..... and signed on behalf of the Board of Trustees by;



Mr S Wright (Chairman)
Trustee



Mr D Ellis (Honorary Treasurer)
Trustee

ACCESS COMMUNITY TRUST

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2022

The Trustees, who are also the directors of Access Community Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

ACCESS COMMUNITY TRUST

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF ACCESS COMMUNITY TRUST

Opinion

We have audited the financial statements of Access Community Trust (the 'charity') for the year ended 31 December 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

ACCESS COMMUNITY TRUST

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF ACCESS COMMUNITY TRUST

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

Responsibilities of Trustees

As explained more fully in the statement of Trustees' responsibilities, the Trustees, who are also the directors of the charity for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

In planning our audit, we identify and assess the risk of material misstatement within the financial statements, whether due to fraud or error. In assessing the risks, consideration is given to the control environment (including Trustees' and management's own processes for identification and risk assessment) as well as the nature of the entity, the sector in which it operates and the underlying performance. Consideration is also given to the attitudes and incentives of management to commit fraud, with specific procedures planned and performed to respond to the risk of inappropriate management override of controls.

We also obtain an understanding of the applicable laws and regulations to which the charity must adhere, through discussions with management and those charged with governance, as well as commercial knowledge of the sector and statutory legislation, in order to determine the key laws and regulations applicable to the charity.

ACCESS COMMUNITY TRUST

INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE MEMBERS OF ACCESS COMMUNITY TRUST

After assessing the risk of fraud, we performed audit procedures to gain assurance regarding fraud and management override as follows:

- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness, and evaluating the rationale behind significant transactions outside the normal course of business.
- Assessment of accounting estimates within the financial statements in order to assess their reasonableness to determine whether there is any bias in the estimates.
- Review of meeting minutes of Trustees and management
- Enquiring of management and Trustees as to whether they are aware of any alleged, suspected or actual fraud during the year

We also performed procedures to satisfy ourselves regarding compliance with applicable laws and regulations, including:

- Enquiry of Trustees and management around actual and potential litigation and claims
- Reviewing minutes of meetings of those charged with governance
- Reviewing correspondence with relevant legal authorities
- Reviewing legal expense accounts for any indicators of litigations

All audit team members were made aware of the applicable laws and regulations, as well as potential fraud risks during the planning stage of the audit and this was discussed at the audit team planning meeting. It was therefore determined that team members all had the relevant awareness and competence to identify any instances of non-compliance or fraud.

There are, however, inherent limitations to our above audit procedures. Auditing standards only require us to enquire of the Trustees and management regarding non-compliance with laws and regulations, as well as review regulatory and legal correspondence (if there is any). It is therefore possible that instances of non-compliance could be missed, particularly where the law in itself is far removed from any financial transactions.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's Members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Helen Rumsey (Senior Statutory Auditor)
for and on behalf of Ensors Accountants LLP

.....30/01/2024.....

Chartered Accountants
Statutory Auditor

Connexions
159 Princes Street
Ipswich
IP1 1QJ

ACCESS COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

Current financial year

		Unrestricted funds 2022	Restricted funds 2022	Total 2022	Total 2021 As restated
	Notes	£	£	£	£
Income from:					
Donations and legacies	3	40,615	-	40,615	36,064
Income from charitable activities	4	3,048,007	3,238,447	6,286,454	5,747,364
Investments	5	842	-	842	42
Total income		3,089,464	3,238,447	6,327,911	5,783,470
Expenditure on:					
Charitable activities	7	3,987,842	2,526,102	6,513,944	5,691,241
Net (outgoing)/incoming resources before transfers		(898,378)	712,345	(186,033)	92,229
Gross transfers between funds		954,011	(954,011)	-	-
Net (expenditure)/income for the year/ Net movement in funds		55,633	(241,666)	(186,033)	92,229
Fund balances at 1 January 2022		398,327	259,529	657,856	565,627
Fund balances at 31 December 2022		453,960	17,863	471,823	657,856

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ACCESS COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2022

Prior financial year (As restated)

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
<u>Income from:</u>				
Donations and legacies	3	36,064	-	36,064
Income from charitable activities	4	2,779,935	2,967,429	5,747,364
Investments	5	42	-	42
Total income		2,816,041	2,967,429	5,783,470
<u>Expenditure on:</u>				
Charitable activities	7	2,869,060	2,822,181	5,691,241
Net (outgoing)/incoming resources before transfers		(53,019)	145,248	92,229
Gross transfers between funds		23,070	(23,070)	-
Net (expenditure)/income for the year/ Net movement in funds		(29,949)	122,178	92,229
Fund balances at 1 January 2021		428,276	137,351	565,627
Fund balances at 31 December 2021		398,327	259,529	657,856

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

ACCESS COMMUNITY TRUST

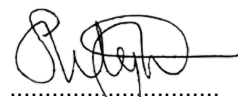
BALANCE SHEET

AS AT 31 DECEMBER 2022

		2022		2021 as restated	
	Notes	£	£	£	£
Fixed assets					
Intangible assets	14		4,957		11,567
Tangible assets	15		676,573		620,880
			<u>681,530</u>		<u>632,447</u>
Current assets					
Debtors	16	750,730		698,147	
Cash at bank and in hand		125,660		209,571	
		<u>876,390</u>		<u>907,718</u>	
Creditors: amounts falling due within one year	18	(996,676)		(755,892)	
Net current (liabilities)/assets			(120,286)		151,826
Total assets less current liabilities			561,244		784,273
Creditors: amounts falling due after more than one year	19		(89,421)		(126,417)
Net assets			<u>471,823</u>		<u>657,856</u>
Income funds					
Restricted funds	22		17,863		259,529
Unrestricted funds			453,960		398,327
			<u>471,823</u>		<u>657,856</u>

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

The financial statements were approved by the Trustees on30/01/2024.....



Mr S Wright (Chairman)
Trustee



Mr D Ellis (Honorary Treasurer)
Trustee

Company Registration No. 07140266

Charity Registration No. 1135640

ACCESS COMMUNITY TRUST

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	26		61,510		(539,886)
Investing activities					
Purchase of tangible fixed assets		(109,267)		(64,116)	
Investment income received		842		42	
		<hr/>		<hr/>	
Net cash used in investing activities			(108,425)		(64,074)
Financing activities					
Repayment of bank loans		(36,996)		(21,581)	
		<hr/>		<hr/>	
Net cash used in financing activities			(36,996)		(21,581)
			<hr/>		<hr/>
Net decrease in cash and cash equivalents			(83,911)		(625,541)
Cash and cash equivalents at beginning of year			209,571		835,112
			<hr/>		<hr/>
Cash and cash equivalents at end of year			125,660		209,571
			<hr/> <hr/>		<hr/> <hr/>

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

Charity information

Access Community Trust is a private company limited by guarantee incorporated in England and Wales and a registered charity in England and Wales. The registered office is 132 Bevan Street East, Lowestoft, NR32 2AQ. The company registration number is 07140266. The charity registration number is 1135640.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

They have made an assessment of this on page 6 within the Trustees report.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives.

Designated funds comprise unrestricted funds which have been set aside at the discretion of the Trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received. Where relevant, all amounts are stated after discounts, other sales taxes and VAT.

Income from grants and donations is included when receivable.

Rental Income and Housing Related Support Income is included in full in the Statement of Financial Activities in the period to which it relates.

Investment income is included when receivable.

Income from the sale of food and drink at the cafes is recognised at the point of delivery.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.5 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Raising funds includes the costs of all fundraising activities, events, non-charitable trading activities and the sale of donated goods.

Charitable activities includes all 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.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

1.6 Intangible fixed assets

Intangible assets are recognised at cost and are subsequently measured at cost less accumulated amortisation and accumulated impairment losses.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Software	over 3 years
----------	--------------

1.7 Tangible fixed assets

Tangible fixed assets with a cost of over £2,000 are recorded as assets, with amounts under £2,000 being expensed to the Statement of Financial Activities.

Tangible fixed assets are initially measured at cost and subsequently measured at cost, net of depreciation and any impairment losses.

Costs relating to building work in respect of improvements to the structure and fabric of the freehold property and the purchase of freehold property are capitalised in the period in which they are incurred at cost. However, if the freehold property is part of a gift then it is recorded at the property value as at the gift date. Ancillary fees for architects, surveyors and ongoing refurbishment costs are written off as incurred.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	not depreciated
Leasehold improvements	over the period of the lease
Fixtures and fittings	over 3 years
Computers	over 3 years
Motor vehicles	over 3 years

Depreciation has not been provided against freehold property as the high level of periodical repair and maintenance ensure the residual value of premises are maintained at no less than current book value and accordingly, any depreciation charge would be immaterial.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the Statement of Financial Activities.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

There was no impairment loss in the year.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Where an obligation to make a redundancy or termination payment exists, the costs incurred by the charity are accounted for on an accruals basis and included within employee benefits.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.12 Retirement benefits

The Trust operates a stakeholder pension scheme through the Pension Trust for employees. The assets of the scheme are held separately and contributions payable are charged to the Statement of Financial Activities.

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

1.13 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

1.14 Managed properties

The Fyffe Centre, Phoenix House and Haven Court (Lowestoft) are owned by Orwell Housing Association Limited, John Room House (Thetford) is owned by Breckland District Council, Felixstowe Young Peoples Service is owned by Flagship Housing Group and Avenue Mansions is owned by Orwell Housing Association Limited. All are run by the Trust under a management agreement.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	40,615	36,064

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

4 Income from charitable activities

	2022	2021 As restated
	£	£
Housing related support	664,374	610,774
Rent and housing benefit	1,248,236	1,264,374
Grants received	3,800,743	3,393,999
Management Agreements	275,320	164,631
Café income	261,628	265,737
Other income	36,153	47,849
	<u>6,286,454</u>	<u>5,747,364</u>
Analysis by fund		
Unrestricted funds	3,048,007	2,779,935
Restricted funds	3,238,447	2,967,429
	<u>6,286,454</u>	<u>5,747,364</u>

£1,942,971 (2021: £1,423,914) of government grants were received in connection with the activities of the Trust. Other grants received include Housing Related Support income and funding from East Suffolk Council and the NHS.

5 Investments

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Interest receivable	<u>842</u>	<u>42</u>

6 Limited by guarantee

The company is limited by guarantee and in the event of the company being wound up, members are required to contribute an amount not exceeding £10.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

7 Charitable activities

	2022 £	2021 £
Staff costs	3,425,873	2,815,576
Depreciation and impairment	60,184	36,831
Other employee costs	111,579	185,893
Premises costs	1,101,230	819,103
Travel and transport costs	116,529	142,882
Furniture and equipment	18,526	35,796
Food costs	335,674	473,116
Insurance and legal	47,782	42,498
Other expenditure	408,822	416,960
	<u>5,626,199</u>	<u>4,968,655</u>
Share of support costs (see note 8)	554,175	448,365
Share of governance costs (see note 8)	333,570	274,221
	<u>6,513,944</u>	<u>5,691,241</u>
Analysis by fund		
Unrestricted funds	3,987,842	2,869,060
Restricted funds	2,526,102	2,822,181
	<u>6,513,944</u>	<u>5,691,241</u>

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

8 Support costs

	Support costs £	Governance costs £	2022 £	Support costs £	Governance costs £	2021 £
Staff costs	426,807	178,396	605,203	342,294	143,071	485,365
Auditor's remuneration	-	14,500	14,500	-	9,900	9,900
Other employee costs	16,492	8,662	25,154	17,244	9,057	26,301
Premises costs	65,088	49,100	114,188	51,337	38,727	90,064
Travel and transport costs	16,546	12,483	29,029	16,237	12,250	28,487
Other office costs	9,675	46,217	55,892	9,743	46,542	56,285
Bank charges	-	9,431	9,431	-	5,979	5,979
Other expenditure	19,567	14,781	34,348	11,510	8,695	20,205
	<u>554,175</u>	<u>333,570</u>	<u>887,745</u>	<u>448,365</u>	<u>274,221</u>	<u>722,586</u>
Analysed between Charitable activities	<u>554,175</u>	<u>333,570</u>	<u>887,745</u>	<u>448,365</u>	<u>274,221</u>	<u>722,586</u>

9 Net movement in funds

	2022 £	2021 £
Net movement in funds is stated after charging/(crediting)		
Fees payable to the company's auditor for the audit of the company's financial statements	14,500	9,900
Depreciation of owned tangible fixed assets	53,574	30,221
Amortisation of intangible assets	6,610	6,610
Operating lease charges	<u>320,305</u>	<u>215,534</u>

10 Auditor's remuneration

The analysis of auditor's remuneration is as follows:

	2022 £	2021 £
Fees payable for the audit of the financial statements	<u>14,500</u>	<u>9,900</u>

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

11 Trustees

None of the Trustees received any remuneration or benefits from the charity during the year (2021: £nil).

Only directly attributable expenses are reimbursed to Trustees and no amounts were paid or waived during the period (2021: £nil).

Trustee insurance £1,014 (2021: £1,014) was incurred by the charity during the year.

Donations totalling £750 (2021: £nil) were made by the Trustees to the charity during the year.

12 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Administration/management	18	13
Project workers	92	91
Cleaners	5	4
Cooks	2	2
Relief staff	30	32
Wellbeing staff	51	31
Total	198	173

Employment costs

	2022 £	2021 £
Wages and salaries	3,641,470	2,995,413
Social security costs	291,898	224,668
Other pension costs	97,708	80,860
	4,031,076	3,300,941

There was 1 contractual redundancy or termination payment (2021: 3) during the year totalling £4,149 (2021: £11,071).

The number of employees whose annual remuneration was more than £60,000 is as follows:

	2022 Number	2021 Number
£70,000 - £80,000	1	1

13 Taxation

The charity is exempt from tax on income and gains falling within Part 11 Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

14 Intangible fixed assets

	Software £
Cost	
At 1 January 2022 and 31 December 2022	19,829
Amortisation and impairment	
At 1 January 2022	8,262
Amortisation charged for the year	6,610
At 31 December 2022	14,872
Carrying amount	
At 31 December 2022	4,957
At 31 December 2021	11,567

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

15 Tangible fixed assets

	Freehold land and buildings	Leasehold improvements	Fixtures and fittings	Computers	Motor vehicles	Total
	£	£	£	£	£	£
Cost						
At 1 January 2022	427,624	257,386	-	11,884	10,190	707,084
Additions	-	10,658	26,697	20,341	51,571	109,267
	<u>427,624</u>	<u>268,044</u>	<u>26,697</u>	<u>32,225</u>	<u>61,761</u>	<u>816,351</u>
At 31 December 2022	427,624	268,044	26,697	32,225	61,761	816,351
Depreciation and impairment						
At 1 January 2022	-	74,869	-	5,929	5,406	86,204
Depreciation charged in the year	-	28,174	4,675	7,184	13,541	53,574
	<u>-</u>	<u>103,043</u>	<u>4,675</u>	<u>13,113</u>	<u>18,947</u>	<u>139,778</u>
At 31 December 2022	-	103,043	4,675	13,113	18,947	139,778
Carrying amount						
At 31 December 2022	<u>427,624</u>	<u>165,001</u>	<u>22,022</u>	<u>19,112</u>	<u>42,814</u>	<u>676,573</u>
At 31 December 2021	<u>427,624</u>	<u>182,517</u>	<u>-</u>	<u>5,955</u>	<u>4,784</u>	<u>620,880</u>

Included within freehold land and buildings is a building with a cost value of £135,553. The property was valued during March 2020 and a value of £750,000 determined as the fair value of the building. The valuation was performed by Steel & Co (East Anglia) Limited, a commercial property firm based in Lowestoft.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

16 Debtors

	2022	2021 As restated
	£	£
Amounts falling due within one year:		
Trade debtors	484,851	340,741
Prepayments and accrued income	239,871	351,048
Other debtors	26,008	6,358
	<u>750,730</u>	<u>698,147</u>

17 Loans and overdrafts

	2022	2021
	£	£
Bank loans	126,423	163,419
	<u>126,423</u>	<u>163,419</u>
Payable within one year	37,002	37,002
Payable after one year	89,421	126,417
	<u>126,423</u>	<u>126,417</u>

The total balance relates to a Coronavirus Business Interruption Loan (CBIL).

The first instalment was due 13 months after the date on which the loan was drawn and the final instalment is due 72 months after the date on which the loan was drawn.

Interest for the first 12 months was paid by the government, in the form of a Business Interruption Payment (BIP) and charged to an account separate to the loan holder account. Interest was charged at 4.42% p.a. plus the Bank of England Base Rate up until August 2020, at which point it was amended to 2.71% p.a plus Base Rate.

18 Creditors: amounts falling due within one year

		2022	2021 As restated
	Notes	£	£
Bank loans	17	37,002	37,002
Trade creditors		155,853	100,860
Other taxation and social security		75,836	61,859
Accruals and deferred income		710,418	531,573
Other creditors		17,567	24,598
		<u>996,676</u>	<u>755,892</u>

Included within other creditors is an amount totalling £14,111 (2021: £23,460) in respect of outstanding pension contributions.

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

19 Creditors: amounts falling due after more than one year

	Notes	2022 £	2021 £
Bank loans	17	89,421	126,417

20 Deferred income

	2022 £	As restated 2021 £
Deferred income brought forward	391,826	709,050
Released during the year	(391,826)	(709,050)
Deferred during the year	570,743	391,826
Deferred income carried forward	570,743	391,826

Deferred income relates to grants and housing related support funding received in advance for future periods.

21 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The amount recognised in the Statement of Financial Activities as an expense in respect of defined contribution schemes was £97,708 (2021: 80,860)

22 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

Restricted funds year ended 31 December 2022

	Restated Balance at 1 January 2022 £	Incoming resources £	Movement in funds		Balance at 31 December 2022 £
			Resources expended £	Transfers £	
Accommodation	24,198	415,683	(392,614)	(44,849)	2,418
Employment	28,421	213,898	(205,958)	(35,421)	940
Health and wellbeing	104,751	2,118,334	(1,438,947)	(784,087)	51
Youth services	102,159	471,343	(483,105)	(88,362)	2,035
Cafes	-	19,189	(5,478)	(1,292)	12,419
	259,529	3,238,447	(2,526,102)	(954,011)	17,863

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

22 Restricted funds

(Continued)

Restricted funds year ended 31 December 2021 (As restated)

	Balance at 1 January 2021	Incoming resources	Movement in funds		Balance at 31 December 2021
	£	£	Resources expended	Transfers	£
Accommodation	14,443	387,460	(338,459)	(39,246)	24,198
Employment	25,037	464,348	(441,073)	(19,891)	28,421
Health and wellbeing	105,724	928,580	(934,156)	4,603	104,751
Youth services	(7,853)	1,187,041	(1,108,493)	31,464	102,159
	137,351	2,967,429	(2,822,181)	(23,070)	259,529

Accommodation – this theme focuses on our services that provide direct accommodation services i.e. actual bed spaces, as well as projects and services designed to maintain tenancies or to support those needing to access accommodation i.e. rough sleepers.

Employment – under this theme we deliver services and ad-hoc projects designed to offer employment opportunities for those that require support. This might be through the employment of individuals in our own services or through the provision of employment mentors.

Health and Wellbeing – this wide ranging theme offers an umbrella for services that offer direct clinical/healthcare interventions, therapeutic support, physical activities and emotional wellbeing services.

Youth Services – this theme focuses on all of our direct provision designed for our under 25's. It encompasses traditional youth club services, schools education provision and holiday provision.

Cafés - this theme focuses on social enterprise projects run to support access to employment programmes, supported work opportunities for those with barriers to the work place, safe space for young people to meet and mental health drop-ins.

23 Analysis of net assets between funds

	Unrestricted funds 2022	Restricted funds 2022	Total 2022	Unrestricted funds 2021 As restated	Restricted funds 2021 As restated	Total 2021 As restated
	£	£	£	£	£	£
Fund balances at 31 December 2022 are represented by:						
Intangible fixed assets	4,957	-	4,957	11,567	-	11,567
Tangible assets	676,573	-	676,573	620,880	-	620,880
Current assets/(liabilities)	(138,148)	17,863	(120,285)	(107,703)	259,529	151,826
Long term liabilities	(89,421)	-	(89,421)	(126,417)	-	(126,417)
	453,961	17,863	471,824	398,327	259,529	657,856

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

24 Operating lease commitments

	2022 £	2021 £
Within one year	221,888	265,305
Between two and five years	628,432	726,087
In over five years	617,784	748,674
	<u>1,468,104</u>	<u>1,740,066</u>

The operating lease payments represent rentals payable by the charity for certain property and equipment. Leases are negotiated for an average term of five years and rentals are fixed for the period of the current agreement. There are options to extend some of the contracts at the prevailing market rate.

Operating lease expenses for the year total £320,305 (2021: £215,534).

25 Related party transactions

Remuneration of key management personnel

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity.

The total remuneration paid to key management personnel for services provided to the charity is as follows:

	2022 £	2021 £
Aggregate compensation	<u>399,299</u>	<u>393,390</u>

Employment of Trustee relatives

Immediate family members of A Howell (Trustee) were employed by the charity in the prior year. The remuneration paid to these individuals was on the same basis as for other employees and totalled £14,817 for 2021. This was £nil for the current year.

There were no other related party transactions requiring disclosure within the current or previous year.

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

26	Cash generated from operations	2022	2021
		£	As restated £
	(Deficit)/surplus for the year	(186,033)	92,229
	Adjustments for:		
	Investment income recognised in statement of financial activities	(842)	(42)
	Depreciation and impairment of tangible fixed assets	60,184	36,831
	Movements in working capital:		
	(Increase) in debtors	(52,584)	(342,205)
	Increase/(decrease) in creditors	240,785	(326,699)
	Cash generated from/(absorbed by) operations	61,510	(539,886)
27	Analysis of changes in net debt	At 1 January 2022	Cash flows At 31 December 2022
		£	£
	Cash at bank and in hand	209,571	(83,911) 125,660
	Loans falling due within one year	(37,002)	- (37,002)
	Loans falling due after more than one year	(126,417)	36,996 (89,421)
		<u>46,152</u>	<u>(46,915)</u> <u>(763)</u>

ACCESS COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

28 Prior period adjustment

Changes to the balance sheet

	At 31 December 2021		
	As previously reported	Adjustment	As restated
	£	£	£
Current assets			
Debtors due within one year	664,817	33,330	698,147
Creditors due within one year	(789,222)	33,330	(755,892)
	<u> </u>	<u> </u>	<u> </u>
Capital funds			
Income funds			
Restricted funds	192,869	66,660	259,529
Unrestricted funds	398,327	-	398,327
	<u> </u>	<u> </u>	<u> </u>
Total funds	591,196	66,660	657,856
	<u> </u>	<u> </u>	<u> </u>

Changes to the profit and loss account

	Period ended 31 December 2021		
	As previously reported	Adjustment	As restated
	£	£	£
Income from charitable activities	5,680,704	66,660	5,747,364
	<u> </u>	<u> </u>	<u> </u>
Net movement in funds	25,569	66,660	92,229
	<u> </u>	<u> </u>	<u> </u>

A prior period adjustment has been made in respect of restricted funds previously recognised in the incorrect period.