

BESTWOOD ADVICE CENTRE LTD

England & Wales · Charity number 1141411

Details

Status	Registered
Legal form	Charitable company
Company number	07529286
Registered	2011-04-14
Register	View on the Charity Commission register

Contact

Address	21 Gainsford Crescent Nottingham NG5 5FH
Phone	01159626519
Email	ADMIN@BESTWOODADVICE.ORG.UK
Website	www.bestwoodadvice.org.uk

Activities

Objects: TO PROMOTE ANY CHARITABLE PURPOSE FOR THE BENEFIT OF THE INHABITANTS OF THE AFORESAID AREA OF BENEFIT INCLUDING THE RELIEF OF POVERTY AND ADVANCEMENT OF EDUCATION.

Activities: We provide social welfare law advice, guidance & representation in a confidential and safe environment, supporting & responding to individual needs without discrimination. We provide clients with free, impartial advice & information to enable them to make informed decisions.

Classification

- **How:** Provides Human Resources, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, The Advancement Of Health Or Saving Of Lives, Disability, The Prevention Or Relief Of Poverty, Accommodation/housing
- **Who:** Children/young People, Elderly/old People, People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** NOTTINGHAM CITY
- Nottingham City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£210,158	£227,338	-	-
2024-06-30	£240,030	£185,317	-	-
2023-06-30	£132,558	£172,129	-	-
2022-06-30	£136,186	£121,040	-	-
2021-06-30	£122,496	£96,830	-	-

Trustees

Name	Role	Appointed
Brian Grocock		2015-08-23
Chris Hooper		2016-07-18
Jay Hayes		2019-04-10

BESTWOOD ADVICE CENTRE LTD

England & Wales - Charity number 1141411

Accounts

Company registration number: 07529286

Charity registration number: 1141411

Bestwood Advice Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2025

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Bestwood Advice Centre

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Bestwood Advice Centre

Reference and Administrative Details

Trustees	Brian Grocock Christopher Hooper Jay Hayes, Chairman
Senior Management Team	Susan Foster, Manager
Charity Registration Number	1141411
Company Registration Number	07529286
Registered Office	21 Gainsford Crescent Bestwood Estates Nottingham Nottinghamshire NG5 5FH
Independent Examiner	Eva Stevens, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Bestwood Advice Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 June 2025.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Brian Grocock
	Christopher Hooper
	Jay Hayes, Chairman

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 14/2/11. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Trustees are elected and co-opted under the terms of the Articles of Association or through advertising online and through universities.

Major risks and management of those risks

Funding cuts.

Objectives and activities

Objects and aims

To promote any charitable purpose for the benefit of the inhabitants of the aforesaid area of benefit including the relief of poverty and advancement of education.

- To manage the Advice Centre efficiently and effectively in order to meet the growing and diverse needs of the communities we serve;
- To provide social welfare rights and debt advice, support and representation;
- To provide a confidential and safe environment, which supports and responds to individual needs without discrimination;
- To ensure that the advice and information given to clients is up to date, accurate and relevant to them;
- To provide clients with sufficient impartial advice and information to enable them to make informed decisions;
- To develop the Advice Centre as an independent advice agency by promoting effective use of its resources and ensuring all information displayed is accessible and responsive to local and individual needs;
- To ensure the management group, staff and volunteers receive training and support to enable them to realise the aims of the centre;
- To develop and review policies to promote equal opportunities at the Advice Centre ensuring fair and non-discriminatory practices;
- To liaise with local private, public and voluntary bodies to ensure effective and efficient delivery of a professional service.

Bestwood Advice Centre

Trustees' Report

Objectives, strategies and activities

During the period July 2024 - June 2025 Bestwood Advice Centre (BAC) has continued to be a key provider of welfare rights and debt advice to residents from Bestwood and surrounding wards of Nottingham City. Being a key source of support and information for the most vulnerable we have adapted our services and developed new ways in working to increase service delivery. We have taken on extra staff to meet the increased demand.

2081 new cases were opened and supported 1186 clients with assisted information we have seen an increased amount of complex cases with the majority being impacted by the increased cost of living crisis. Our advisers are trained in both debt support and welfare rights, however the demand for the service outstrips our resources. Our approach to all our clients is to offer a holistic service; dealing not only with the issues they present to us but also any surrounding problems. The intention is to try to prevent future problems and empower Citizens to cope better in the future whether with technology, information, or other barriers. We are a growing charity and have developed more partnership working with organisations including the Trussell Trust, Hope Nottingham, The Crabtree Farm Community Centre, British Gas and the local PCN. We also receive funding through Public Health England and The Household Support Scheme, both via Advice Nottingham. Due to the current financial climate, we don't want to be too dependent on any one funder and are constantly looking for new partnership opportunities. We have started our 3rd year working with Nottingham Law School to develop volunteer opportunities through an adviser training program. We have roles available in advice, admin and trustee opportunities.

BAC continues to achieve high levels of outcomes for citizens.

In the financial year 2024 - 2025, achieved welfare benefits gains and charity support of just over £3.1 million and managed debts of £360,228. Most of the advice given is in the field of welfare rights, closely followed by debt advice and other categories such as energy issues.

Bestwood Advice Centre is a long - term, successful local charity, it meets a wide range of needs for citizens and the staff teams' reputation as trusted, helpful, approachable, and effective in welfare rights and associated provision continues to be central to its situation on Bestwood Estate. This provision is supported through its committed trustees working alongside the paid employees to continue this provision continues.

Financial review

Bestwood Advice Centre is continuing to thrive, even under challenging circumstances.

Policy on reserves

Bestwood Advice Centres aim is to keep the total reserves between £40,000-£50,000

Public benefit

In line with the aims of Bestwood Advice Centre we provide Social Welfare Rights and Debt advice, guidance, negotiation and representation in a confidential and safe environment, which supports and responds to individual needs without discrimination. We also give advice on housing, education, employment and consumer issues with referrals, where necessary, to specialist advice agencies.

We work to the Advice Quality Standard for 'General Advice with Casework' in the areas of Welfare Rights, Benefits and Debt.

By providing sufficient advice and guidance increased knowledge and understanding enables informed decisions to be made; by improving financial capability the individual and the community benefit. The activities contribute towards a reduction in poverty and maximising income.

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.

Bestwood Advice Centre

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Bestwood Advice Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

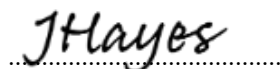
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company 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 accounting standards, comprising FRS 102 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 proper accounting records that can 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on and signed on its behalf by:



Jay Hayes
Trustee

Small companies provision statement

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

Bestwood Advice Centre

Independent Examiner's Report to the trustees of Bestwood Advice Centre ('the Company')

Independent examiner's report to the trustees of Bestwood Advice Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
Eva Stevens, BSc, CPFA, employee of Community Accounting Plus
member of the Chartered Institute of Public Finance and Accountancy (CIPFA)

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date:.....

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2025 £	Total 2024 £
Income and Endowments from:					
Donations and legacies	2	25,619	-	25,619	42,064
Charitable activities	3	<u>1,052</u>	<u>183,487</u>	<u>184,539</u>	<u>197,966</u>
Total Income		<u>26,671</u>	<u>183,487</u>	<u>210,158</u>	<u>240,030</u>
Expenditure on:					
Charitable activities	5	<u>(24,266)</u>	<u>(203,072)</u>	<u>(227,338)</u>	<u>(185,317)</u>
Total Expenditure		<u>(24,266)</u>	<u>(203,072)</u>	<u>(227,338)</u>	<u>(185,317)</u>
Net income/(expenditure)		<u>2,405</u>	<u>(19,585)</u>	<u>(17,180)</u>	<u>54,713</u>
Net movement in funds		2,405	(19,585)	(17,180)	54,713
Reconciliation of funds					
Total funds brought forward		<u>61,045</u>	<u>40,516</u>	<u>101,561</u>	<u>46,848</u>
Total funds carried forward	11	<u><u>63,450</u></u>	<u><u>20,931</u></u>	<u><u>84,381</u></u>	<u><u>101,561</u></u>

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

The funds breakdown for the period is shown in note 11.

The notes on pages 9 to 16 form an integral part of these financial statements.

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2025 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	42,064	-	42,064
Charitable activities	3	102	197,864	197,966
Total income		42,166	197,864	240,030
Expenditure on:				
Charitable activities	5	2,339	(187,656)	(185,317)
Total expenditure		2,339	(187,656)	(185,317)
Net income		44,505	10,208	54,713
Transfers between funds		(3,509)	3,509	-
Net movement in funds		40,996	13,717	54,713
Reconciliation of funds				
Total funds brought forward		20,049	26,799	46,848
Total funds carried forward	11	61,045	40,516	101,561

The notes on pages 9 to 16 form an integral part of these financial statements.

Bestwood Advice Centre
(Registration number: 07529286)
Balance Sheet as at 30 June 2025

	Note	2025 £	2024 £
Fixed assets			
Tangible assets	7	512	1,024
Current assets			
Debtors	8	5,177	1,375
Cash at bank and in hand		83,697	101,181
		88,874	102,556
Creditors: Amounts falling due within one year	9	(5,005)	(2,019)
Net current assets		83,869	100,537
Net assets		84,381	101,561
Funds of the charity:			
Restricted income funds			
Restricted funds	11	20,931	40,516
Unrestricted income funds			
Unrestricted funds		63,450	61,045
Total funds	11	84,381	101,561

For the financial year ending 30 June 2025 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 financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 6 to 16 were approved by the trustees, and authorised for issue on and signed on their behalf by:

J Hayes

 Jay Hayes
 Trustee

The notes on pages 9 to 16 form an integral part of these financial statements.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

1 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 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Bestwood Advice Centre 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.

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

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.

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.

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 costing £500 or more 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
Computer equipment	33.3% straight line

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.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

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 grants 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

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2025 £	Total 2024 £
Donations and legacies;			
Donations from individuals	619	619	-
Other income from donations & legacies	-	-	4,120
Grants, including capital grants;			
Grants from other charities	25,000	25,000	792
Grants from companies	-	-	37,152
	25,619	25,619	42,064

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Grants and donations	-	178,827	178,827	197,864
Sundry receipts	677	-	677	102
Sales & Fees	375	-	375	-
	1,052	178,827	179,879	197,966

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Bestwood and Bulwell Foodbank	-	7,544	7,544
St Anns Advice Group	-	14,146	14,146
Postcode Places	25,000	-	25,000
Bestwood Directions	-	23,843	23,843
Nottingham & District CAB	-	49,592	49,592
Crabtree Farm Community Centre	-	16,500	16,500
Nottingham City GPP (SPLW)	-	39,670	39,670
Hope Nottingham	-	27,532	27,532
Sundry Donations	423	-	423
	<u>25,423</u>	<u>178,827</u>	<u>204,250</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2025 £	Total 2024 £
Building costs	541	-	541	442
Business costs	13,006	9,679	22,685	15,526
Education expenses	-	-	-	16
Salaries, NI & Pensions	7,502	192,575	200,077	161,743
Volunteer expenses	105	-	105	128
Training	1,380	-	1,380	1,547
Staff expenses	47	-	47	150
Sundry expenses	-	-	-	206
Depreciation	512	-	512	512
Payroll Service	955	-	955	1,054
Publicity	-	-	-	494
Travel & Accommodation	218	818	1,036	199
Activity resources	-	-	-	3,300
	<u>24,266</u>	<u>203,072</u>	<u>227,338</u>	<u>185,317</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

6 Staff costs

The aggregate payroll costs were as follows:

	2025 £	2024 £
Staff costs during the year were:		
Wages and salaries	181,927	143,789
Social security costs	7,112	9,939
Pension costs	11,038	8,015
	<u>200,077</u>	<u>161,743</u>

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

	2025 No	2024 No
Average number of employees	<u>9</u>	<u>8</u>

(2024 - 6) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £11,038 (2024 - £8,015).

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 £36,094 (2024 - £30,876).

7 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 July 2024	<u>3,606</u>	<u>3,606</u>
At 30 June 2025	<u>3,606</u>	<u>3,606</u>
Depreciation		
At 1 July 2024	2,582	2,582
Charge for the year	<u>512</u>	<u>512</u>
At 30 June 2025	<u>3,094</u>	<u>3,094</u>
Net book value		
At 30 June 2025	<u>512</u>	<u>512</u>
At 30 June 2024	<u>1,024</u>	<u>1,024</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

8 Debtors

	2025 £	2024 £
Trade debtors	-	1,375
Other debtors	5,177	-
	<u>5,177</u>	<u>1,375</u>

9 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	3,023	-
Other taxation and social security	1,982	-
Other creditors	-	2,019
	<u>5,005</u>	<u>2,019</u>

10 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

11 Funds

	Balance at 1 July 2024 £	Incoming resources £	Resources expended £	Balance at 30 June 2025 £
Unrestricted funds				
<i>General</i>				
General	61,045	26,671	(24,266)	63,450
Restricted funds				
Welfare Rights (NCAB)	3,921	-	-	3,921
Fuel Poverty	4,778	18,806	(23,752)	(168)
Foodbank	-	31,387	(30,678)	709
E&W Foodbank	-	27,532	(26,680)	852
CCFC	-	16,500	(14,899)	1,601
PCN1 (SPLW)	9,791	39,670	(35,445)	14,016
HSG4	5,720	33,183	(38,903)	-
Public Health England	16,306	16,409	(32,715)	-
Total restricted funds	<u>40,516</u>	<u>183,487</u>	<u>(203,072)</u>	<u>20,931</u>
Total funds	<u>101,561</u>	<u>210,158</u>	<u>(227,338)</u>	<u>84,381</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

	Balance at 1 July 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 30 June 2024 £
Unrestricted funds					
<i>General</i>					
General	20,049	42,166	2,339	(3,509)	61,045
Restricted					
Welfare Rights (NCAB)	21,758	71,038	(88,875)	-	3,921
Fuel Poverty	5,041	23,494	(23,757)	-	4,778
Foodbank	-	4,577	(8,086)	3,509	-
CCFC	-	6,600	(6,600)	-	-
National Lottery	-	32,734	(32,734)	-	-
PCN1 (SPLW)	-	35,880	(26,089)	-	9,791
HSG4	-	7,132	(1,412)	-	5,720
Public Health England	-	16,409	(103)	-	16,306
Total restricted funds	<u>26,799</u>	<u>197,864</u>	<u>(187,656)</u>	<u>3,509</u>	<u>40,516</u>
Total funds	<u><u>46,848</u></u>	<u><u>240,030</u></u>	<u><u>(185,317)</u></u>	<u><u>-</u></u>	<u><u>101,561</u></u>

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

Welfare Rights (NCAB) - Provides advice and support to local residents around their welfare rights. This is the main source of income.

Fuel Poverty - Supporting families and the community through training.

Foodbank- To provide food parcels to local residents in need.

East & West Foodbanks (E&W) - To support their users with Welfare Benefits, Money and debt advice and financial literacy.

CCFC - Supporting the residents and users of Crabtree Farm Community Centre with benefit advice and energy advice.

PCN1 (SPLW) - Supporting the patients of PCN 1 with welfare benefits and money advice.

HSG4 - Provides advice and support to residents around their welfare rights.

Public Health England (NCAB) - Provides advice and support to residents around their welfare rights.

The Fuel Poverty Fund is currently overspent. Funding for this scheme commenced in August 2025, with allocations received on a quarterly basis.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2025

12 Analysis of net assets between funds

	Unrestricted		2025
	General £	Restricted £	Total funds £
Tangible fixed assets	512	-	512
Current assets	65,961	22,913	88,874
Current liabilities	(3,023)	(1,982)	(5,005)
Total net assets	<u>63,450</u>	<u>20,931</u>	<u>84,381</u>

	Unrestricted funds Other £	Restricted funds £	Total funds at 30 June 2024 £
Fixed asset investments	1,024	-	1,024
Current assets	62,040	40,516	102,556
Current liabilities	(2,019)	-	(2,019)
Total net assets	<u>61,045</u>	<u>40,516</u>	<u>101,561</u>

13 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2025 £	2024 £
Independent examination	1,020	980
Payroll services	1,161	748
Other financial services	208	666
	<u>2,389</u>	<u>2,394</u>

14 Taxation

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

15 Trustees remuneration and expenses

No trustees have received any other benefits from the charity during the year.

16 Related party transactions

There were no related party transactions in the year.

BESTWOOD ADVICE CENTRE LTD

England & Wales - Charity number 1141411

Accounts

Company registration number: 07529286

Charity registration number: 1141411

Bestwood Advice Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2024

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Bestwood Advice Centre

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Bestwood Advice Centre

Reference and Administrative Details

Chairman	Jay Hayes
Trustees	Brian Grocock Christopher Hooper
Senior Management Team	Susan Foster, Manager
Charity Registration Number	1141411
Company Registration Number	07529286
Registered Office	21 Gainsford Crescent Bestwood Estates Nottingham Nottinghamshire NG5 5FH
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Bestwood Advice Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 June 2024.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:

Brian Grocock
Christopher Hooper
Sophie Jennings (resigned 31 May 2024)
Ben Allen (resigned 31 May 2024)

Chairman: Jay Hayes

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 14/2/11. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Trustees are elected and co-opted under the terms of the Articles of Association or through advertising, application form, observational visit and interview.

Major risks and management of those risks

Funding cuts.

Objectives and activities

Objects and aims

- To manage the Advice Centre efficiently and effectively in order to meet the growing and diverse needs of the communities we serve;
- To provide social welfare rights and debt advice, support and representation;
- To provide a confidential and safe environment, which supports and responds to individual needs without discrimination;
- To ensure that the advice and information given to clients is up to date, accurate and relevant to them;
- To provide clients with sufficient impartial advice and information to enable them to make informed decisions;
- To develop the Advice Centre as an independent advice agency by promoting effective use of its resources and ensuring all information displayed is accessible and responsive to local and individual needs;
- To ensure the management group, staff and volunteers receive training and support to enable them to realise the aims of the centre;
- To develop and review policies to promote equal opportunities at the Advice Centre ensuring fair and non-discriminatory practices;
- To liaise with local private, public and voluntary bodies to ensure effective and efficient delivery of a professional service.

Bestwood Advice Centre

Trustees' Report

Objectives, strategies and activities

During the period July 2022 - June 2023 Bestwood Advice Centre (BAC) has continued to be a key provider of welfare rights and debt advice to residents from Bestwood and surrounding wards of Nottingham City. Being a key source of support and information for the most vulnerable we have adapted our services and developed new ways in working to increase service delivery.

We have taken on extra staff to meet the increased demand, 2213 new cases were opened for the period of 01 July 2022 – 30 June 2023.

We have seen an increased amount of complex cases with the majority being impacted by the increased cost of living crisis. Our advisers are trained in both debt support and welfare rights, however the demand for the service outstrips our resources.

Our approach to all our clients is to offer a holistic service; dealing not only with the issues they present to us but also any surrounding problems.

The intention is to try to prevent future problems and empower Citizens to cope better in the future whether with technology, information, or other barriers.

We are a growing charity and have developed more partnership working with organisations including the Trussell Trust, British Gas and the local PCN.

Due to the current financial climate we don't want to be too dependent on any one funder and are constantly looking for new partnership opportunities. We have started working with Nottingham Law School to develop volunteer opportunities through an adviser training program. We have roles available in advice, admin and trustee opportunities.

BAC continues to achieve high levels of outcomes for citizens.

In the financial year 2022-2023, achieved welfare benefits gains and charity support of over £1.7 million and managed debts of over £680,000. Most of the advice given is in the field of welfare rights, closely followed by debt advice and other categories such as energy issues.

Bestwood Advice Centre is a long - term, successful local charity which is now in its 39th year. It meets a wide range of needs for citizens and the staff teams' reputation as trusted, helpful, approachable, and effective in welfare rights and associated provision continues to be central to its situation on Bestwood Estate. This provision is supported through its committed trustees working alongside the paid employees to continue this provision continues.

Financial review

Bestwood Advice Centre is continuing to thrive, even under challenging circumstances.

Policy on reserves

Bestwood Advice Centres aim is to keep the total reserves between £40,000-£50,000

Bestwood Advice Centre

Trustees' Report

Public benefit

In line with the aims of Bestwood Advice Centre we provide Social Welfare Rights and Debt advice, guidance, negotiation and representation in a confidential and safe environment, which supports and responds to individual needs without discrimination. We also give advice on housing, education, employment and consumer issues with referrals, where necessary, to specialist advice agencies.

We work to the Advice Quality Standard for 'General Advice with Casework' in the areas of Welfare Rights, Benefits and Debt.

By providing sufficient advice and guidance increased knowledge and understanding enables informed decisions to be made; by improving financial capability the individual and the community benefit. The activities contribute towards a reduction in poverty and maximising income.

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.

Achievements and performance

During the period July 2023 - June 2024 Bestwood Advice Centre (BAC) has continued to be a key provider of welfare rights and debt advice to residents from Bestwood and surrounding wards of Nottingham City. Being a key source of support and information for the most vulnerable we have adapted our services and developed new ways in working to increase service delivery. We have taken on extra staff to meet the increased demand.

2574 new cases were opened for the period of 01 July 2022 – 30 June 2023, an increase of 20% from the previous year. We have seen an increased amount of complex cases with the majority being impacted by the increased cost of living crisis. Our advisers are trained in both debt support and welfare rights, however the demand for the service outstrips our resources. Our approach to all our clients is to offer a holistic service; dealing not only with the issues they present to us but also any surrounding problems. The intention is to try to prevent future problems and empower Citizens to cope better in the future whether with technology, information, or other barriers. We are a growing charity and have developed more partnership working with organisations including the Trussell Trust, British Gas and the local PCN. Nottingham City Council have withdrawn their funding due to their financial restrictions. Due to the current financial climate we don't want to be too dependent on any one funder and are constantly looking for new partnership opportunities.

We have started our 2nd year working with Nottingham Law School to develop volunteer opportunities through an adviser training program. We have roles available in advice, admin and trustee opportunities.

We would like to thank our funders, volunteers and staff members for their support over the past 12 months, without them we wouldn't be able to help offer this much needed support to the residents of Nottingham.

BAC continues to achieve high levels of outcomes for citizens.

In the financial year 2022-2023, achieved welfare benefits gains and charity support of just under £2 million and managed debts of approx £300,000. Most of the advice given is in the field of welfare rights, closely followed by debt advice and other categories such as energy issues.

Bestwood Advice Centre is a long - term, successful local charity which is now in its 40th year. It meets a wide range of needs for citizens and the staff teams' reputation as trusted, helpful, approachable, and effective in welfare rights and associated provision continues to be central to its situation on Bestwood Estate. This provision is supported through its committed trustees working alongside the paid employees to continue this provision continues.

Bestwood Advice Centre

Trustees' Report

The trustees (who are also the directors of Bestwood Advice Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

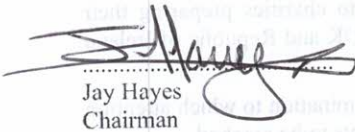
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company 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 accounting standards, comprising FRS 102 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 proper accounting records that can 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on 20.2.25 and signed on its behalf by:



Jay Hayes
Chairman

Small companies provision statement

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

Bestwood Advice Centre

Independent Examiner's Report to the trustees of Bestwood Advice Centre ('the Company')

Independent examiner's report to the trustees of Bestwood Advice Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FAIA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 05/03/25

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2024 £	Total 2023 £
Income and Endowments from:					
Donations and legacies	2	42,064	-	42,064	23,954
Charitable activities	3	102	197,864	197,966	108,604
Total Income		42,166	197,864	240,030	132,558
Expenditure on:					
Charitable activities	5	2,339	(187,656)	(185,317)	(172,129)
Total Expenditure		2,339	(187,656)	(185,317)	(172,129)
Net income/(expenditure)		44,505	10,208	54,713	(39,571)
Transfers between funds		(3,509)	3,509	-	-
Net movement in funds		40,996	13,717	54,713	(39,571)
Reconciliation of funds					
Total funds brought forward		20,049	26,799	46,848	86,419
Total funds carried forward	11	61,045	40,516	101,561	46,848

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

The funds breakdown for the period is shown in note 11.

The notes on pages 10 to 18 form an integral part of these financial statements.

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2024 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	23,954	-	23,954
Charitable activities	3	-	108,604	108,604
Total income		23,954	108,604	132,558
Expenditure on:				
Charitable activities	5	(31,058)	(141,071)	(172,129)
Total expenditure		(31,058)	(141,071)	(172,129)
Net expenditure		(7,104)	(32,467)	(39,571)
Net movement in funds		(7,104)	(32,467)	(39,571)
Reconciliation of funds				
Total funds brought forward		22,336	64,083	86,419
Total funds carried forward	11	15,232	31,616	46,848

The notes on pages 10 to 18 form an integral part of these financial statements.

Bestwood Advice Centre

(Registration number: 07529286)

Balance Sheet as at 30 June 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	7	1,024	-
Current assets			
Debtors	8	1,375	-
Cash at bank and in hand		101,181	48,788
		102,556	48,788
Creditors: Amounts falling due within one year	9	(2,019)	(1,940)
Net current assets		100,537	46,848
Net assets		101,561	46,848
Funds of the charity:			
Restricted income funds			
Restricted funds	11	40,516	26,799
Unrestricted income funds			
Unrestricted funds		61,045	20,049
Total funds	11	101,561	46,848

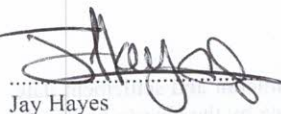
For the financial year ending 30 June 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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 financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 7 to 18 were approved by the trustees, and authorised for issue on and signed on their behalf by:


Jay Hayes
Chairman

The notes on pages 10 to 18 form an integral part of these financial statements.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

1 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 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Bestwood Advice Centre 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.

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

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.

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.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

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 costing £500 or more 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
Computer equipment	33.3% straight line

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.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

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.

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 grants 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

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2024 £	Total 2023 £
Donations and legacies;			
Donations from individuals	-	-	1,184
Other income from donations & legacies	4,120	4,120	-
Grants, including capital grants;			
Government grants	-	-	15,980
Grants from other charities	792	792	6,790
Grants from companies	37,152	37,152	-
	<u>42,064</u>	<u>42,064</u>	<u>23,954</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Grants and donations	-	197,864	197,864	108,604
Sundry receipts	102	-	102	-
	<u>102</u>	<u>197,864</u>	<u>197,966</u>	<u>108,604</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Bestwood and Bulwell Foodbank	-	28,478	28,478
St Anns Advice Group	280	23,495	23,775
Nottingham Law Centre 2	22,570	-	22,570
Bestwood Directions	3,000	-	3,000
Nottingham & District CAB	-	66,100	66,100
National Grid	-	6,600	6,600
The National Lottery	-	32,734	32,734
Severn Trent water	11,582	-	11,582
Nottingham City GPP (SPLW)	512	35,880	36,392
Hope Nottingham	-	4,577	4,577
Sundry Donations	4,120	-	4,120
	<u>42,064</u>	<u>197,864</u>	<u>239,928</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2024 £	Total 2023 £
Building costs	112	330	442	282
Business costs	717	14,809	15,526	18,884
Education expenses	16	-	16	103
Salaries, NI & Pensions	1,134	160,609	161,743	152,207
Volunteer expenses	128	-	128	29
Training	1,522	25	1,547	100
Staff expenses	118	32	150	260
Sundry expenses	206	-	206	54
Depreciation	512	-	512	-
Payroll Service	106	948	1,054	-
Overheads	(1,203)	1,203	-	-
Publicity	494	-	494	210
Travel & Accommodation	32	167	199	-
Activity resources	-	3,300	3,300	-
Other expenses	(6,233)	6,233	-	-
	<u>(2,339)</u>	<u>187,656</u>	<u>185,317</u>	<u>172,129</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

6 Staff costs

The aggregate payroll costs were as follows:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	143,789	143,357
Social security costs	9,939	4,817
Pension costs	8,015	4,033
	<u>161,743</u>	<u>152,207</u>

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

	2024 No	2023 No
Average number of employees	<u>8</u>	<u>11</u>

6 (2023 - 5) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £8,015 (2023 - £4,033).

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 £30,876 (2023 - £38,601).

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

7 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 July 2023	2,070	2,070
Additions	1,536	1,536
At 30 June 2024	3,606	3,606
Depreciation		
At 1 July 2023	2,070	2,070
Charge for the year	512	512
At 30 June 2024	2,582	2,582
Net book value		
At 30 June 2024	1,024	1,024
At 30 June 2023	-	-
8 Debtors		
	2024 £	2023 £
Trade debtors	1,375	-

9 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	-	130
Other creditors	2,019	1,810
	2,019	1,940

10 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

11 Funds

	Balance at 1 July 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance at 30 June 2024 £
Unrestricted funds					
<i>General</i>					
General	20,049	42,166	2,339	(3,509)	61,045
Restricted funds					
Welfare Rights (NCAB)	21,758	71,038	(88,875)	-	3,921
Fuel Poverty	5,041	23,494	(23,757)	-	4,778
Foodbank	-	4,577	(8,086)	3,509	-
National Grid	-	6,600	(6,600)	-	-
National Lottery	-	32,734	(32,734)	-	-
PCN1 (SPLW)	-	35,880	(26,089)	-	9,791
HSG4	-	7,132	(1,412)	-	5,720
Public Health England	-	16,409	(103)	-	16,306
Total restricted funds	26,799	197,864	(187,656)	3,509	40,516
Total funds	46,848	240,030	(185,317)	-	101,561

	Balance at 1 July 2022 £	Incoming resources £	Resources expended £	Balance at 30 June 2023 £
Unrestricted funds				
<i>General</i>				
General	22,336	23,954	(26,241)	20,049
Restricted				
Welfare Rights (NCAB)	28,676	71,945	(78,863)	21,758
Fuel Poverty	14,354	14,126	(23,439)	5,041
Salaries	4,474	1,955	(6,429)	-
Covid isolation recovery	9,149	-	(9,149)	-
Foodbank	5,928	20,578	(26,506)	-
Interns	1,502	-	(1,502)	-
Total restricted funds	64,083	108,604	(145,888)	26,799
Total funds	86,419	132,558	(172,129)	46,848

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

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

Welfare Rights (NCAB)

Provides advice and support to local residents around their welfare rights. This is the main source of income.

Fuel Poverty

Supporting families and the community through training.

Salaries

A contribution towards additional advice workers.

Foodbank

To provide food parcels to local residents in need.

Covid Isolation Recovery

To support those who were vulnerable during Covid to regain confidence and access local facilities.

Interns

Support students on placement.

	2023	2024
Designated funds	£	£
Unrestricted funds	£	£
Total funds at 30 June	£	£
Designated funds	£	£
Unrestricted funds	£	£
Total funds at 30 June	£	£

	2023	2024
Independent examination	£	£
Other financial services	£	£
Financial services	£	£
Total	£	£

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2024

12 Analysis of net assets between funds

	Unrestricted funds Other £	Restricted funds £	Total funds at 30 June 2024 £
Fixed asset investments	1,024	-	1,024
Current assets	62,040	40,516	102,556
Current liabilities	(2,019)	-	(2,019)
Total net assets	61,045	40,516	101,561
	Unrestricted funds Designated £	Restricted funds £	Total funds at 30 June 2023 £
Current assets	20,049	28,739	48,788
Current liabilities	-	(1,940)	(1,940)
Total net assets	20,049	26,799	46,848

13 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2024 £	2023 £
Independent examination	980	770
Payroll services	748	-
Other financial services	666	1,387
	2,394	2,157

14 Taxation

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

15 Trustees remuneration and expenses

No trustees have received any other benefits from the charity during the year.

16 Related party transactions

There were no related party transactions in the year.

BESTWOOD ADVICE CENTRE LTD

England & Wales - Charity number 1141411

Accounts

Company registration number: 07529286

Charity registration number: 1141411

Bestwood Advice Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2023

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Bestwood Advice Centre

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Bestwood Advice Centre

Reference and Administrative Details

Trustees	Brian Grocock Christopher Hooper Sophie Jennings Jay Hayes Ben Allen
Senior Management Team	Susan Foster, Manager
Charity Registration Number	1141411
Company Registration Number	07529286
Registered Office	21 Gainsford Crescent Bestwood Estates Nottingham Nottinghamshire NG5 5FH
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Bestwood Advice Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 June 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Brian Grocock
	Christopher Hooper
	Sophie Jennings
	Jay Hayes
	Ben Allen
	Christopher Easton (resigned 22 July 2022)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 14/2/11. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Trustees are elected and co-opted under the terms of the Articles of Association or through advertising, application form, observational visit and interview.

Major risks and management of those risks

Funding cuts.

Objectives and activities

Objects and aims

- To manage the Advice Centre efficiently and effectively in order to meet the growing and diverse needs of the communities we serve;
- To provide social welfare rights and debt advice, support and representation;
- To provide a confidential and safe environment, which supports and responds to individual needs without discrimination;
- To ensure that the advice and information given to clients is up to date, accurate and relevant to them;
- To provide clients with sufficient impartial advice and information to enable them to make informed decisions;
- To develop the Advice Centre as an independent advice agency by promoting effective use of its resources and ensuring all information displayed is accessible and responsive to local and individual needs;
- To ensure the management group, staff and volunteers receive training and support to enable them to realise the aims of the centre;
- To develop and review policies to promote equal opportunities at the Advice Centre ensuring fair and non-discriminatory practices;
- To liaise with local private, public and voluntary bodies to ensure effective and efficient delivery of a professional service.

Bestwood Advice Centre

Trustees' Report

Objectives, strategies and activities

During the period July 2022 - June 2023 Bestwood Advice Centre (BAC) has continued to be a key provider of welfare rights and debt advice to residents from Bestwood and surrounding wards of Nottingham City. Being a key source of support and information for the most vulnerable we have adapted our services and developed new ways in working to increase service delivery.

We have taken on extra staff to meet the increased demand, 2213 new cases were opened for the period of 01 July 2022 – 30 June 2023.

We have seen an increased amount of complex cases with the majority being impacted by the increased cost of living crisis. Our advisers are trained in both debt support and welfare rights, however the demand for the service outstrips our resources.

Our approach to all our clients is to offer a holistic service; dealing not only with the issues they present to us but also any surrounding problems.

The intention is to try to prevent future problems and empower Citizens to cope better in the future whether with technology, information, or other barriers.

We are a growing charity and have developed more partnership working with organisations including the Trussell Trust, British Gas and the local PCN.

Due to the current financial climate we don't want to be too dependent on any one funder and are constantly looking for new partnership opportunities. We have started working with Nottingham Law School to develop volunteer opportunities through an adviser training program. We have roles available in advice, admin and trustee opportunities.

BAC continues to achieve high levels of outcomes for citizens.

In the financial year 2022-2023, achieved welfare benefits gains and charity support of over £1.7 million and managed debts of over £680,000. Most of the advice given is in the field of welfare rights, closely followed by debt advice and other categories such as energy issues.

Bestwood Advice Centre is a long - term, successful local charity which is now in its 39th year. It meets a wide range of needs for citizens and the staff teams' reputation as trusted, helpful, approachable, and effective in welfare rights and associated provision continues to be central to its situation on Bestwood Estate. This provision is supported through its committed trustees working alongside the paid employees to continue this provision continues.

Financial review

Bestwood Advice Centre is continuing to thrive, even under challenging circumstances.

Bestwood Advice Centre

Trustees' Report

Policy on reserves

This Policy should be seen as part of the financial management of Bestwood Advice Centre. It forms one of the bases for the budget process. It is not sufficient to leave the level of Reserves to chance. Bestwood Advice Centre needs to clarify its needs with regard to Reserves and have a clear policy to ensure those needs are met.

Bestwood Advice Centre needs to have Reserves:

- For reasons of Cash Flow

The system for receipt of Grant income differs for each funder. Funding which is in arrears or simply late, must be covered from reserves.

While the expenditure of Bestwood Advice Centre is fairly steady, fluctuations in expenditure may not coincide with fluctuations in income.

- For the 'Rainy Day'

Bestwood Advice Centre is particularly vulnerable to cuts in statutory funding. Obviously sudden cuts will leave Bestwood Advice Centre with commitments to honour – not least contracts of employment, leases and agreements for services.

- To enable the Management Committee to meet their legal obligations

The lack of sufficient Reserves would indicate the failure of the Management Committee to honour their duty under charity law to manage 'prudently' the finances of the charity.

The level of Reserves required by Bestwood Advice Centre:

- Uncommitted (General) Reserves

In the long term Bestwood Advice Centre aims to have uncommitted Reserves equivalent to between three and four months current expenditure.

- Other Reserves

In addition, other 'restricted' or 'designated' reserves may be set aside and identified on the balance sheet, but will not form part of the general reserves.

The aim is to keep the total reserves between £85000-£90000

Reviewed: May 2022

Next Review Date: May 2023

Public benefit

In line with the aims of Bestwood Advice Centre we provide Social Welfare Rights and Debt advice, guidance, negotiation and representation in a confidential and safe environment, which supports and responds to individual needs without discrimination. We also give advice on housing, education, employment and consumer issues with referrals, where necessary, to specialist advice agencies.

We work to the Advice Quality Standard for 'General Advice with Casework' in the areas of Welfare Rights, Benefits and Debt.

By providing sufficient advice and guidance increased knowledge and understanding enables informed decisions to be made; by improving financial capability the individual and the community benefit. The activities contribute towards a reduction in poverty and maximising income.

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.

Bestwood Advice Centre

Trustees' Report

The trustees (who are also the directors of Bestwood Advice Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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 the incoming resources and application of resources, including its income and expenditure, of the charitable company 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 accounting standards, comprising FRS 102 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 proper accounting records that can 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on ~~04/03/2024~~ and signed on its behalf by:



Sophie Jennings
Trustee

Small companies provision statement

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

Bestwood Advice Centre

Independent Examiner's Report to the trustees of Bestwood Advice Centre ('the Company')

Independent examiner's report to the trustees of Bestwood Advice Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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

Independent examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 04/03/2024

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2023 £	Total 2022 £
Income and Endowments from:					
Donations and legacies	2	23,954	-	23,954	12,933
Charitable activities	3	-	108,604	108,604	123,253
Total Income		<u>23,954</u>	<u>108,604</u>	<u>132,558</u>	<u>136,186</u>
Expenditure on:					
Charitable activities	5	<u>(26,241)</u>	<u>(145,888)</u>	<u>(172,129)</u>	<u>(121,040)</u>
Total Expenditure		<u>(26,241)</u>	<u>(145,888)</u>	<u>(172,129)</u>	<u>(121,040)</u>
Net (expenditure)/income		<u>(2,287)</u>	<u>(37,284)</u>	<u>(39,571)</u>	<u>15,146</u>
Net movement in funds		(2,287)	(37,284)	(39,571)	15,146
Reconciliation of funds					
Total funds brought forward		<u>22,336</u>	<u>64,083</u>	<u>86,419</u>	<u>71,273</u>
Total funds carried forward	9	<u>20,049</u>	<u>26,799</u>	<u>46,848</u>	<u>86,419</u>

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

The funds breakdown for the period is shown in note 9.

The notes on pages 10 to 17 form an integral part of these financial statements.

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	12,933	-	12,933
Charitable activities	3	193	123,060	123,253
Total income		<u>13,126</u>	<u>123,060</u>	<u>136,186</u>
Expenditure on:				
Charitable activities	5	<u>(8,489)</u>	<u>(112,551)</u>	<u>(121,040)</u>
Total expenditure		<u>(8,489)</u>	<u>(112,551)</u>	<u>(121,040)</u>
Net income		4,637	10,509	15,146
Transfers between funds		<u>1,591</u>	<u>(1,591)</u>	<u>-</u>
Net movement in funds		6,228	8,918	15,146
Reconciliation of funds				
Total funds brought forward		<u>16,108</u>	<u>55,165</u>	<u>71,273</u>
Total funds carried forward	9	<u><u>22,336</u></u>	<u><u>64,083</u></u>	<u><u>86,419</u></u>

The notes on pages 10 to 17 form an integral part of these financial statements.

Bestwood Advice Centre
(Registration number: 07529286)
Balance Sheet as at 30 June 2023

	Note	2023 £	2022 £
Current assets			
Cash at bank and in hand		48,788	87,932
Creditors: Amounts falling due within one year	7	<u>(1,940)</u>	<u>(1,513)</u>
Net assets		<u>46,848</u>	<u>86,419</u>
Funds of the charity:			
Restricted income funds			
Restricted funds	9	26,799	64,083
Unrestricted income funds			
Unrestricted funds		<u>20,049</u>	<u>22,336</u>
Total funds	9	<u>46,848</u>	<u>86,419</u>

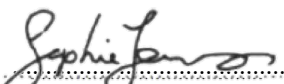
For the financial year ending 30 June 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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 financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 7 to 17 were approved by the trustees, and authorised for issue on 4/3/24..... and signed on their behalf by:


 Sophie Jennings
 Trustee

The notes on pages 10 to 17 form an integral part of these financial statements.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

1 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 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Bestwood Advice Centre 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.

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

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

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.

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.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

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 costing £500 or more 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
Computer equipment	33.3% straight line

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.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

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 grants 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

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from individuals	1,184	1,184	481
Grants, including capital grants;			
Government grants	15,980	15,980	-
Grants from other charities	6,790	6,790	10,280
Grants from companies	-	-	2,172
	<u>23,954</u>	<u>23,954</u>	<u>12,933</u>

3 Income from charitable activities

	Restricted funds £	Total 2023 £	Total 2022 £
Grants and donations	108,604	108,604	123,060
Sundry receipts	-	-	193
	<u>108,604</u>	<u>108,604</u>	<u>123,253</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Bestwood & Bulwell Foodbank	-	20,579	20,579
Coalfields Regeneration Trust	-	1,955	1,955
St Anns Advice Group	-	14,126	14,126
Nottingham & District CAB	2,040	71,944	73,984
Nottingham City Council	15,980	-	15,980
Bestwood Directions	4,750	-	4,750
Sundry	1,184	-	1,184
	<u>23,954</u>	<u>108,604</u>	<u>132,558</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Building costs	282	-	282	632
Business costs	16,955	1,929	18,884	16,947
Education expenses	103	-	103	252
Salaries, NI & Pensions	16,754	135,453	152,207	98,002
Volunteer expenses	-	29	29	10
Training	-	100	100	526
Staff expenses	260	-	260	134
Sundry expenses	54	-	54	830
Depreciation	-	-	-	690
Service users	-	-	-	3,017
Overheads	(8,338)	8,338	-	-
Publicity	171	39	210	-
	<u>26,241</u>	<u>145,888</u>	<u>172,129</u>	<u>121,040</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

6 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	143,357	94,427
Social security costs	4,817	1,089
Pension costs	4,033	2,486
	<u>152,207</u>	<u>98,002</u>

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

	2023 No	2022 No
Average number of employees	<u>11</u>	<u>8</u>

5 (2022 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £4,033 (2022 - £2,486).

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 £38,601 (2022 - £39,286).

7 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	130	-
Other creditors	<u>1,810</u>	<u>1,513</u>
	<u>1,940</u>	<u>1,513</u>

8 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

9 Funds

	Balance at 1 July 2022 £	Incoming resources £	Resources expended £	Balance at 30 June 2023 £
Unrestricted funds				
<i>General</i>				
General	22,336	23,954	(26,241)	20,049
Restricted funds				
Welfare Rights (NCAB)	28,676	71,945	(78,863)	21,758
Fuel Poverty	14,354	14,126	(23,439)	5,041
Salaries	4,474	1,955	(6,429)	-
Covid isolation recovery	9,149	-	(9,149)	-
Foodbank	5,928	20,578	(26,506)	-
Interns	1,502	-	(1,502)	-
Total restricted funds	<u>64,083</u>	<u>108,604</u>	<u>(145,888)</u>	<u>26,799</u>
Total funds	<u>86,419</u>	<u>132,558</u>	<u>(172,129)</u>	<u>46,848</u>

	Balance at 1 July 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 30 June 2022 £
Unrestricted funds					
<i>General</i>					
General	16,108	13,126	(8,489)	1,591	22,336
Restricted					
Welfare Rights (NCAB)	30,913	58,809	(61,046)	-	28,676
Fuel Poverty	13,227	24,919	(23,792)	-	14,354
Covid 19	6,551	-	(4,960)	(1,591)	-
Salaries	4,474	-	-	-	4,474
Nottingham Jobs Fund	-	2,269	(2,269)	-	-
Covid isolation recovery	-	13,346	(4,197)	-	9,149
Foodbank	-	10,217	(4,289)	-	5,928
Nottinghamshire advice support	-	11,000	(11,000)	-	-
Interns	-	2,500	(998)	-	1,502
Total restricted funds	<u>55,165</u>	<u>123,060</u>	<u>(112,551)</u>	<u>(1,591)</u>	<u>64,083</u>
Total funds	<u>71,273</u>	<u>136,186</u>	<u>(121,040)</u>	<u>-</u>	<u>86,419</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

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

Welfare Rights (NCAB)

Provides advice and support to local residents around their welfare rights. This is the main source of income.

Fuel Poverty

Supporting families and the community through training.

Salaries

A contribution towards additional advice workers.

Foodbank

To provide food parcels to local residents in need.

Covid Isolation Recovery

To support those who were vulnerable during Covid to regain confidence and access local facilities.

Interns

Support students on placement.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2023

10 Analysis of net assets between funds

	Unrestricted funds Designated £	Restricted funds £	Total funds at 30 June 2023 £
Current assets	20,049	28,739	48,788
Current liabilities	-	(1,940)	(1,940)
Total net assets	<u>20,049</u>	<u>26,799</u>	<u>46,848</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 30 June 2022 £
Current assets	22,336	65,596	87,932
Current liabilities	-	(1,513)	(1,513)
Total net assets	<u>22,336</u>	<u>64,083</u>	<u>86,419</u>

11 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	770	840
Other financial services	1,387	720
	<u>2,157</u>	<u>1,560</u>

12 Taxation

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

13 Trustees remuneration and expenses

Travel expenses of £29 were paid to a trustee (2022:£10).

No trustees have received any other benefits from the charity during the year.

14 Related party transactions

There were no related party transactions in the year.

BESTWOOD ADVICE CENTRE LTD

England & Wales - Charity number 1141411

Accounts

Company registration number: 07529286

Charity registration number: 1141411

Bestwood Advice Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2022

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Bestwood Advice Centre

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Bestwood Advice Centre

Reference and Administrative Details

Trustees	Brian Grocock Christopher Hooper Sophie Jennings Jay Hayes Ben Allen Kim Pavier (resigned 31/12/2021)
Senior Management Team	Susan Foster, Manager
Charity Registration Number	1141411
Company Registration Number	07529286
Registered Office	21 Gainsford Crescent Bestwood Estates Nottingham Nottinghamshire NG5 5FH
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Bestwood Advice Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 June 2022.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Brian Grocock
	Christopher Hooper
	Sophie Jennings
	Jay Hayes
	Ben Allen (appointed 4 October 2021)
	Ali Javadi-Nowbandegani (appointed 4 October 2021 and resigned 27 June 2022)
	Kim Pavier (resigned 31/12/2021)
	Christopher Easton (resigned 22 July 2022)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 14/2/11. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Trustees are elected and co-opted under the terms of the Articles of Association or through advertising, application form, observational visit and interview.

Bestwood Advice Centre

Trustees' Report

Major risks and management of those risks

Risks

The key financial risk, while not an immediate issue, is of course if funding through Nottingham City Council reduces significantly or altogether in future. This is at present a theoretical risk, given the continuing commitment of the Local Authority to the provision of welfare rights services. Training-related activity is dependent on a range of funding sources which are directly related to successful delivery of adult education opportunities for local citizens.

Objectives and activities

Objects and aims

- To manage the Advice Centre efficiently and effectively in order to meet the growing and diverse needs of the communities we serve;
- To provide social welfare rights and debt advice, support and representation;
- To provide a confidential and safe environment, which supports and responds to individual needs without discrimination;
- To ensure that the advice and information given to clients is up to date, accurate and relevant to them;
- To provide clients with sufficient impartial advice and information to enable them to make informed decisions;
- To develop the Advice Centre as an independent advice agency by promoting effective use of its resources and ensuring all information displayed is accessible and responsive to local and individual needs;
- To ensure the management group, staff and volunteers receive training and support to enable them to realise the aims of the centre;
- To develop and review policies to promote equal opportunities at the Advice Centre ensuring fair and non-discriminatory practices;
- To liaise with local private, public and voluntary bodies to ensure effective and efficient delivery of a professional service.

Bestwood Advice Centre

Trustees' Report

Objectives, strategies and activities

During the period July 2021 - June 2022 Bestwood Advice Centre (BAC) has continued to be a key provider of welfare rights and debt advice to residents from Bestwood and surrounding wards of Nottingham City. Being a key source of support and information for the most vulnerable we have adapted our services and developed new ways in working to increase service delivery. We have taken on extra staff to meet the increased demand.

1094 new cases were opened for the period of 01 July 2021 – 30 June 2022, an increase of approximately 40% on the previous year. We have seen an increased amount of complex cases with the majority being impacted by the increased cost of living crisis. Our advisers are trained in both debt support and welfare rights, however the demand for the service outstrips our resources. Our approach to all our clients is to offer a holistic service; dealing not only with the issues they present to us but also any surrounding problems. The intention is to try to prevent future problems and empower Citizens to cope better in the future whether with technology, information, or other barriers. We have seen an increase in the amount of people who are digitally excluded and those with literacy problems, many from BAME communities, with the majority in financial difficulties, suffering from food and/or fuel poverty. We ensure this is considered when targeting and raising awareness of our service to ensure no individuals lose out through lack of understanding and access issues. BAC continues to achieve high levels of outcomes for citizens.

In the financial year 2021-2022, achieved welfare benefits gains of over £1.1 million and managed debts of over £400,000. And supported citizens getting over £71,000 in charity awards. Across all the projects we deliver, Bestwood Advice Centre has supported almost 1100 people during the year. Most of the advice given is in the field of welfare rights, closely followed by debt advice and other categories such as energy issues. Along with our current partners: Bestwood Directions and British Gas Energy Trust, we have now partnered with Bestwood and Bulwell Foodbank. And are actively seeking further partnerships to expand the support we can offer. We have gone from strength to strength increasing the staffing levels from three in 2020 to nine now.

Bestwood Advice Centre is a long - term, successful local charity which is now in its 38th year. It meets a wide range of needs for citizens and the staff teams' reputation as trusted, helpful, approachable, and effective in welfare rights and associated provision continues to be central to its situation on Bestwood Estate. This provision is supported through its committed trustees working alongside the paid employees to continue this provision continues.

Financial review

Bestwood Advice Centre is continuing to thrive, even under challenging circumstances.

Bestwood Advice Centre

Trustees' Report

Policy on reserves

This Policy should be seen as part of the financial management of Bestwood Advice Centre. It forms one of the bases for the budget process. It is not sufficient to leave the level of Reserves to chance. Bestwood Advice Centre needs to clarify its needs with regard to Reserves and have a clear policy to ensure those needs are met.

Bestwood Advice Centre needs to have Reserves:

- For reasons of Cash Flow

The system for receipt of Grant income differs for each funder. Funding which is in arrears or simply late, must be covered from reserves.

While the expenditure of Bestwood Advice Centre is fairly steady, fluctuations in expenditure may not coincide with fluctuations in income.

- For the 'Rainy Day'

Bestwood Advice Centre is particularly vulnerable to cuts in statutory funding. Obviously sudden cuts will leave Bestwood Advice Centre with commitments to honour – not least contracts of employment, leases and agreements for services.

- To enable the Management Committee to meet their legal obligations

The lack of sufficient Reserves would indicate the failure of the Management Committee to honour their duty under charity law to manage 'prudently' the finances of the charity.

The level of Reserves required by Bestwood Advice Centre:

- Uncommitted (General) Reserves

In the long term Bestwood Advice Centre aims to have uncommitted Reserves equivalent to between three and four months current expenditure.

- Other Reserves

In addition, other 'restricted' or 'designated' reserves may be set aside and identified on the balance sheet, but will not form part of the general reserves.

The aim is to keep the total reserves between £85000-£90000

Reviewed: May 2022

Next Review Date: May 2023

Public benefit

In line with the aims of Bestwood Advice Centre we provide Social Welfare Rights and Debt advice, guidance, negotiation and representation in a confidential and safe environment, which supports and responds to individual needs without discrimination. We also give advice on housing, education, employment and consumer issues with referrals, where necessary, to specialist advice agencies.

We work to the Advice Quality Standard for 'General Advice with Casework' in the areas of Welfare Rights, Benefits and Debt.

By providing sufficient advice and guidance increased knowledge and understanding enables informed decisions to be made; by improving financial capability the individual and the community benefit. The activities contribute towards a reduction in poverty and maximising income.

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.

Bestwood Advice Centre

Trustees' Report

The trustees (who are also the directors of Bestwood Advice Centre for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

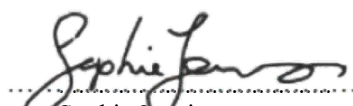
Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including its income and expenditure, of the charitable company 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 accounting standards, comprising FRS 102 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 proper accounting records that can 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the trustees of the charity on ~~29/3/23~~ **29/3/23** and signed on its behalf by:



Sophie Jennings
Trustee

Small companies provision statement

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

Bestwood Advice Centre

Independent Examiner's Report to the trustees of Bestwood Advice Centre ('the Company')

Independent examiner's report to the trustees of Bestwood Advice Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

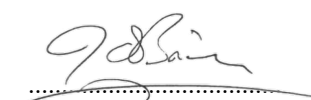
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

Independent examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 29/3/23

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2022 £	Total 2021 £
Income and Endowments from:					
Donations and legacies	2	12,933	-	12,933	8,445
Charitable activities	3	193	123,060	123,253	114,051
Total Income		13,126	123,060	136,186	122,496
Expenditure on:					
Charitable activities	5	(8,489)	(112,551)	(121,040)	(96,830)
Total Expenditure		(8,489)	(112,551)	(121,040)	(96,830)
Net income		4,637	10,509	15,146	25,666
Transfers between funds		1,591	(1,591)	-	-
Net movement in funds		6,228	8,918	15,146	25,666
Reconciliation of funds					
Total funds brought forward		16,108	55,165	71,273	45,607
Total funds carried forward	10	22,336	64,083	86,419	71,273

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

The funds breakdown for the period is shown in note 10.

The notes on pages 11 to 19 form an integral part of these financial statements.

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
Income and Endowments from:				
Donations and legacies	2	8,445	-	8,445
Charitable activities	3	185	113,866	114,051
Total income		<u>8,630</u>	<u>113,866</u>	<u>122,496</u>
Expenditure on:				
Charitable activities	5	<u>(8,824)</u>	<u>(88,006)</u>	<u>(96,830)</u>
Total expenditure		<u>(8,824)</u>	<u>(88,006)</u>	<u>(96,830)</u>
Net (expenditure)/income		<u>(194)</u>	<u>25,860</u>	<u>25,666</u>
Net movement in funds		(194)	25,860	25,666
Reconciliation of funds				
Total funds brought forward		<u>16,302</u>	<u>29,305</u>	<u>45,607</u>
Total funds carried forward	10	<u><u>16,108</u></u>	<u><u>55,165</u></u>	<u><u>71,273</u></u>

The notes on pages 11 to 19 form an integral part of these financial statements.

Bestwood Advice Centre
(Registration number: 07529286)
Balance Sheet as at 30 June 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	7	-	690
Current assets			
Cash at bank and in hand		87,932	71,911
Creditors: Amounts falling due within one year	8	<u>(1,513)</u>	<u>(1,328)</u>
Net current assets		<u>86,419</u>	<u>70,583</u>
Net assets		<u><u>86,419</u></u>	<u><u>71,273</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds	10	64,083	55,165
Unrestricted income funds			
Unrestricted funds		<u>22,336</u>	<u>16,108</u>
Total funds	10	<u><u>86,419</u></u>	<u><u>71,273</u></u>

For the financial year ending 30 June 2022 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 financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 8 to 19 were approved by the trustees, and authorised for issue on 29/3/23 and signed on their behalf by:


 Sophie Jennings
 Trustee

The notes on pages 11 to 19 form an integral part of these financial statements.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

1 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 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Bestwood Advice Centre 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.

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

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

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.

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.

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 costing £500 or more 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
Computer equipment	33.3% straight line

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.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

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 grants 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

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Donations and legacies;			
Donations from individuals	481	481	20
Grants, including capital grants;			
Grants from other charities	10,280	10,280	7,000
Grants from companies	2,172	2,172	1,425
	<u>12,933</u>	<u>12,933</u>	<u>8,445</u>

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Grants and donations	-	123,060	123,060	113,866
Sundry receipts	193	-	193	185
	<u>193</u>	<u>123,060</u>	<u>123,253</u>	<u>114,051</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Bestwood & Bulwell Foodbank	-	10,217	10,217
Nottingham University	-	2,500	2,500
St Anns Advice Group	-	24,919	24,919
Nottingham CVS	-	13,346	13,346
Nottingham & District CAB	-	58,809	58,809
Nottinghamshire Community Fund	-	11,000	11,000
Nottingham City Council	-	2,269	2,269
Bestwood Directions	10,280	-	10,280
Co-op	2,172	-	2,172
Sundry	481	-	481
	<u>12,933</u>	<u>123,060</u>	<u>135,993</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2022 £	Total 2021 £
Building costs	202	430	632	551
Business costs	5,363	11,584	16,947	17,110
Education expenses	252	-	252	727
Salaries, NI & Pensions	5,028	92,974	98,002	77,455
Volunteer expenses	-	10	10	-
Training	60	466	526	20
Staff expenses	134	-	134	8
Sundry expenses	830	-	830	269
Depreciation	690	-	690	690
Service users	-	3,017	3,017	-
Overheads	(4,070)	4,070	-	-
	<u>8,489</u>	<u>112,551</u>	<u>121,040</u>	<u>96,830</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

6 Staff costs

The aggregate payroll costs were as follows:

	2022 £	2021 £
Staff costs during the year were:		
Wages and salaries	94,427	75,309
Social security costs	1,089	65
Pension costs	2,486	2,081
	<u>98,002</u>	<u>77,455</u>

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

	2022 No	2021 No
Average number of employees	<u>8</u>	<u>7</u>

3 (2021 - 3) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2,486 (2021 - £2,081).

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 £39,286 (2021 - £31,198).

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

7 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 July 2021	2,070	2,070
At 30 June 2022	2,070	2,070
Depreciation		
At 1 July 2021	1,380	1,380
Charge for the year	690	690
At 30 June 2022	2,070	2,070
Net book value		
At 30 June 2022	-	-
At 30 June 2021	690	690

8 Creditors: amounts falling due within one year

	2022 £	2021 £
Other creditors	1,513	1,328

9 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

10 Funds

	Balance at 1 July 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 30 June 2022 £
Unrestricted funds					
<i>General</i>					
General	16,108	13,126	(8,489)	1,591	22,336
Restricted funds					
Welfare Rights (NCAB)	30,913	58,809	(61,046)	-	28,676
Fuel Poverty	13,227	24,919	(23,792)	-	14,354
Covid 19	6,551	-	(4,960)	(1,591)	-
Salaries	4,474	-	-	-	4,474
Nottingham Jobs Fund	-	2,269	(2,269)	-	-
Foodbank	-	10,217	(4,289)	-	5,928
Covid isolation recovery	-	13,346	(4,197)	-	9,149
Nottinghamshire advice support	-	11,000	(11,000)	-	-
Interns	-	2,500	(998)	-	1,502
Total restricted funds	<u>55,165</u>	<u>123,060</u>	<u>(112,551)</u>	<u>(1,591)</u>	<u>64,083</u>
Total funds	<u>71,273</u>	<u>136,186</u>	<u>(121,040)</u>	<u>-</u>	<u>86,419</u>
	Balance at 1 July 2020 £	Incoming resources £	Resources expended £		Balance at 30 June 2021 £
Unrestricted funds					
<i>General</i>					
General	16,302	8,630	(8,824)		16,108
Restricted					
Welfare Rights (NCAB)	9,029	65,001	(43,117)		30,913
Fuel Poverty	13,026	17,390	(17,189)		13,227
Covid 19	500	10,358	(4,307)		6,551
Salaries	6,750	18,348	(20,624)		4,474
Nottingham Jobs Fund	-	2,769	(2,769)		-
Total restricted funds	<u>29,305</u>	<u>113,866</u>	<u>(88,006)</u>		<u>55,165</u>
Total funds	<u>45,607</u>	<u>122,496</u>	<u>(96,830)</u>		<u>71,273</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

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

Welfare Rights (NCAB)

Provides advice and support to local residents around their welfare rights. This is the main source of income.

Fuel Poverty

Supporting families and the community through training.

Salaries

A contribution towards additional advice workers.

Covid 19

A contribution towards additional costs during the pandemic.

Nottingham Jobs Fund

To support people back to work.

Foodbank

To provide foodparcels to local residents in need.

Covid Isolation Recovery

To support those who were vulnerable during Covid to regain confidence and access local facilities.

Nottinghamshire Advice Support

To support clients in the County.

Interns

Support students on placement.

The transfer from the Covid 19 fund to the General fund reflects the release of any restrictions on the use of these funds.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2022

11 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 30 June 2022 £
Current assets	22,336	65,596	87,932
Current liabilities	-	(1,513)	(1,513)
Total net assets	22,336	64,083	86,419

	Unrestricted funds General £	Other £	Total funds at 30 June 2021 £
Tangible fixed assets	690	-	690
Current assets	15,418	56,493	71,911
Current liabilities	-	(1,328)	(1,328)
Total net assets	16,108	55,165	71,273

12 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2022 £	2021 £
Independent examination	840	820
Other financial services	720	674
	1,560	1,494

13 Taxation

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

14 Trustees remuneration and expenses

Travel expenses of £10 were paid to a trustee

No trustees have received any other benefits from the charity during the year.

15 Related party transactions

During the year the charity made the following related party transactions:

H J Easton

H J Easton is the wife of trustee Christopher Easton. She received £13,870 in salaries.

At the balance sheet date the amount due to/from H J Easton was £Nil (2021 - £Nil).

BESTWOOD ADVICE CENTRE LTD

England & Wales - Charity number 1141411

Accounts

Company registration number: 07529286

Charity registration number: 1141411

Bestwood Advice Centre

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2021

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Bestwood Advice Centre

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Bestwood Advice Centre

Reference and Administrative Details

Trustees	Brian Grocock Christopher Hooper Christopher Easton Sophie Jennings Jay Hayes Ben Allen Ali Javadi-Nowbandegani Kim Pavier (resigned 31/12/2021)
Senior Management Team	Susan Foster, Manager
Charity Registration Number	1141411
Company Registration Number	07529286
Registered Office	21 Gainsford Crescent Bestwood Estates Nottingham Nottinghamshire NG5 5FH
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Bestwood Advice Centre

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 June 2021.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Brian Grocock
	Christopher Hooper
	Christopher Easton
	Sophie Jennings
	Jay Hayes
	Ben Allen (appointed 4 October 2021)
	Ali Javadi-Nowbandegani (appointed 4 October 2021)
	Kim Pavier (resigned 31/12/2021)

Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 14/2/11. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Trustees are elected and co-opted under the terms of the Articles of Association or through advertising, application form, observational visit and interview.

Bestwood Advice Centre

Trustees' Report

Major risks and management of those risks

Risks

The key financial risk, while not an immediate issue, is of course if funding through Nottingham City Council reduces significantly or altogether in future. This is at present a theoretical risk, given the continuing commitment of the Local Authority to the provision of welfare rights services. Training-related activity is dependent on a range of funding sources which are directly related to successful delivery of adult education opportunities for local citizens.

Objectives and activities

Objects and aims

- To manage the Advice Centre efficiently and effectively in order to meet the growing and diverse needs of the communities we serve;
- To provide social welfare rights and debt advice, support and representation;
- To provide a confidential and safe environment, which supports and responds to individual needs without discrimination;
- To ensure that the advice and information given to clients is up to date, accurate and relevant to them;
- To provide clients with sufficient impartial advice and information to enable them to make informed decisions;
- To develop the Advice Centre as an independent advice agency by promoting effective use of its resources and ensuring all information displayed is accessible and responsive to local and individual needs;
- To ensure the management group, staff and volunteers receive training and support to enable them to realise the aims of the centre;
- To develop and review policies to promote equal opportunities at the Advice Centre ensuring fair and non-discriminatory practices;
- To liaise with local private, public and voluntary bodies to ensure effective and efficient delivery of a professional service.

Bestwood Advice Centre

Trustees' Report

Objectives, strategies and activities

During the period July 2020 - June 2021 Bestwood Advice Centre (BAC) has continued to be a key provider of welfare rights and debt advice to residents from Bestwood and surrounding wards of Nottingham City. Since March 2020 we adapted to new ways of working and remained open throughout; being a key source of support and information for the most vulnerable. We have taken on extra staff to meet the increased demand.

BAC is seeing an increase in complex need; our advisers are trained in both debt support and welfare rights. Our approach to all our clients is to offer a holistic service; dealing not only with the issues they present to us but also any surrounding problems. The intention is to try to prevent future problems and empower customers to cope better in the future whether with technology, information or other barriers. Covid-19 has highlighted the amount of people who are digitally excluded and those with literacy problems, many from BAME communities, with the majority in financial difficulties, suffering from food and/or fuel poverty. We have taken this into account when targeting and raising awareness of our service to ensure no individuals lose out through lack of understanding and access issues.

BAC has achieved high levels of outcomes for citizens in the financial year, achieving welfare benefits of over £1.3 million and managed debts of over £448,000. Across all the projects Bestwood Advice Centre has supported over 710 people during the year. Clients' have also been referred to the local food and clothing banks where such an emergency presents itself. The majority of advice given is in the field of welfare rights, closely followed by debt advice and other categories such as housing issues. We work closely with Bestwood Directions referring people for employment support and training needs.

Bestwood Advice Centre is a long - term, successful local charity which is now in its 36th year. It meets a wide range of needs for citizens and the staff teams' reputation as trusted, helpful, approachable and effective in welfare rights and associated provision continues to be central to its situation on Bestwood Estate. This provision is supported through its committed trustees working alongside the paid employees to continue this provision continues.

Financial review

The trustees are pleased that they have managed to continue the services during the pandemic and retain a healthy financial position.

Policy on reserves

Adequate reserves have been difficult to achieve in the current financial climate, given the tight restrictions on funding. However, it is important that the organisation hold sufficient funds for emergencies and redundancy situations. Therefore Bestwood Advice Centre will aim in the long term to have uncommitted reserves equivalent to between 3 and 4 months average annual expenditure.

The reserves are reviewed annually in October each year.

Bestwood Advice Centre

Trustees' Report

Public benefit

In line with the aims of Bestwood Advice Centre we provide Social Welfare Rights and Debt advice, guidance, negotiation and representation in a confidential and safe environment, which supports and responds to individual needs without discrimination. We also give advice on housing, education, employment and consumer issues with referrals, where necessary, to specialist advice agencies.

We work to the Advice Quality Standard for 'General Advice with Casework' in the areas of Welfare Rights, Benefits and Debt.

By providing sufficient advice and guidance increased knowledge and understanding enables informed decisions to be made; by improving financial capability the individual and the community benefit. The activities contribute towards a reduction in poverty and maximising income.

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.

Bestwood Advice Centre

Trustees' Report

Statement of Trustees' Responsibilities

The trustees (who are also the directors of Bestwood Advice Centre 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. The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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.

Approved by the trustees of the charity on ..14/03/22... and signed on its behalf by:

.....
Sophie Jennings
Trustee

Small companies provision statement

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

Bestwood Advice Centre

Independent Examiner's Report to the trustees of Bestwood Advice Centre

Independent examiner's report to the trustees of Bestwood Advice Centre ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2021.

Responsibilities and basis of report

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

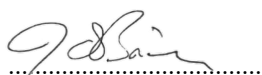
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

Independent examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 15/3/2022

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2021 £	Total 2020 £
Income and Endowments from:					
Donations and legacies	2	8,445	-	8,445	16,121
Charitable activities	3	<u>185</u>	<u>113,866</u>	<u>114,051</u>	<u>93,671</u>
Total Income		<u>8,630</u>	<u>113,866</u>	<u>122,496</u>	<u>109,792</u>
Expenditure on:					
Charitable activities	5	<u>(8,824)</u>	<u>(88,006)</u>	<u>(96,830)</u>	<u>(76,860)</u>
Total Expenditure		<u>(8,824)</u>	<u>(88,006)</u>	<u>(96,830)</u>	<u>(76,860)</u>
Net (expenditure)/income		<u>(194)</u>	<u>25,860</u>	<u>25,666</u>	<u>32,932</u>
Net movement in funds		(194)	25,860	25,666	32,932
Reconciliation of funds					
Total funds brought forward		<u>16,302</u>	<u>29,305</u>	<u>45,607</u>	<u>12,675</u>
Total funds carried forward	10	<u><u>16,108</u></u>	<u><u>55,165</u></u>	<u><u>71,273</u></u>	<u><u>45,607</u></u>

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

The funds breakdown for the period is shown in note 10.

The notes on pages 11 to 19 form an integral part of these financial statements.

Bestwood Advice Centre

Statement of Financial Activities for the Year Ended 30 June 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	2	16,121	-	16,121
Charitable activities	3	142	93,529	93,671
Total income		<u>16,263</u>	<u>93,529</u>	<u>109,792</u>
Expenditure on:				
Charitable activities	5	<u>(2,964)</u>	<u>(73,896)</u>	<u>(76,860)</u>
Total expenditure		<u>(2,964)</u>	<u>(73,896)</u>	<u>(76,860)</u>
Net income		<u>13,299</u>	<u>19,633</u>	<u>32,932</u>
Net movement in funds		13,299	19,633	32,932
Reconciliation of funds				
Total funds brought forward		<u>3,003</u>	<u>9,672</u>	<u>12,675</u>
Total funds carried forward	10	<u><u>16,302</u></u>	<u><u>29,305</u></u>	<u><u>45,607</u></u>

The notes on pages 11 to 19 form an integral part of these financial statements.

Bestwood Advice Centre
(Registration number: 07529286)
Balance Sheet as at 30 June 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	7	690	1,380
Current assets			
Cash at bank and in hand		71,911	45,576
Creditors: Amounts falling due within one year	8	<u>(1,328)</u>	<u>(1,349)</u>
Net current assets		<u>70,583</u>	<u>44,227</u>
Net assets		<u><u>71,273</u></u>	<u><u>45,607</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds	10	55,165	29,305
Unrestricted income funds			
Unrestricted funds		<u>16,108</u>	<u>16,302</u>
Total funds	10	<u><u>71,273</u></u>	<u><u>45,607</u></u>

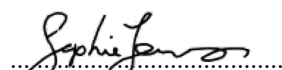
For the financial year ending 30 June 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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 financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 8 to 19 were approved by the trustees, and authorised for issue on ..14/03/22... and signed on their behalf by:



 Sophie Jennings
 Trustee

The notes on pages 11 to 19 form an integral part of these financial statements.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

1 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 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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Bestwood Advice Centre 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.

Exemption from preparing a cash flow statement

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

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

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.

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.

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 costing £500 or more 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
Computer equipment	33.3% straight line

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.

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

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 grants 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

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Donations and legacies;			
Donations from individuals	20	20	1,122
Grants, including capital grants;			
Grants from other charities	7,000	7,000	8,111
Grants from companies	1,425	1,425	6,888
	8,445	8,445	16,121

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Grants and donations	-	113,866	113,866	93,529
Sundry receipts	185	-	185	40
Fundraising	-	-	-	102
	185	113,866	114,051	93,671

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Bestwood Directions	6,000	2,303	8,303
Coalfields Regeneration Trust	-	9,295	9,295
Nottingham & District Citizens Advice Bureau	-	65,001	65,001
CO-OP	1,425	-	1,425
Nottingham City Transport	-	6,000	6,000
St Anns Advice Group	-	17,390	17,390
Covid 19 National Lottery	-	8,358	8,358
MSE Charity	-	750	750
Groundwork UK	1,000	-	1,000
Nottingham City Council	-	2,769	2,769
Sundry Donations	20	-	20
Severn Trent PLC	-	2,000	2,000
	<u>8,445</u>	<u>113,866</u>	<u>122,311</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2021 £	Total 2020 £
Building costs	221	330	551	364
Business costs	4,889	12,221	17,110	16,340
Education expenses	727	-	727	340
Salaries NI & Pensions	-	77,455	77,455	57,329
Volunteer expenses	-	-	-	219
Training	5	15	20	787
Staff expenses	8	-	8	549
Sundry expenses	269	-	269	201
Depreciation	690	-	690	690
Fundraising	-	-	-	41
Overheads	2,015	(2,015)	-	-
	<u>8,824</u>	<u>88,006</u>	<u>96,830</u>	<u>76,860</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

6 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	75,309	54,809
Social security costs	65	655
Pension costs	2,081	1,865
	<u>77,455</u>	<u>57,329</u>

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

	2021 No	2020 No
Average number of employees	<u>7</u>	<u>5</u>

3 (2020 - 2) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £2,081 (2020 - £1,865).

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

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

7 Tangible fixed assets

	Computer equipment £	Total £
Cost		
At 1 July 2020	2,070	2,070
At 30 June 2021	2,070	2,070
Depreciation		
At 1 July 2020	690	690
Charge for the year	690	690
At 30 June 2021	1,380	1,380
Net book value		
At 30 June 2021	690	690
At 30 June 2020	1,380	1,380

8 Creditors: amounts falling due within one year

	2021 £	2020 £
Other creditors	1,328	1,349

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

9 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

10 Funds

	Balance at 1 July 2020 £	Incoming resources £	Resources expended £	Balance at 30 June 2021 £
Unrestricted funds				
<i>General</i>				
General	16,302	8,630	(8,824)	16,108
Restricted funds				
Welfare Rights (NCAB)	9,029	65,001	(43,117)	30,913
Fuel Poverty	13,026	17,390	(17,189)	13,227
Salaries	6,750	18,348	(20,624)	4,474
Covid 19	500	10,358	(4,307)	6,551
Nottingham Jobs Fund	-	2,769	(2,769)	-
Total restricted funds	<u>29,305</u>	<u>113,866</u>	<u>(88,006)</u>	<u>55,165</u>
Total funds	<u>45,607</u>	<u>122,496</u>	<u>(96,830)</u>	<u>71,273</u>
	Balance at 1 July 2019 £	Incoming resources £	Resources expended £	Balance at 30 June 2020 £
Unrestricted funds				
<i>General</i>				
General	3,003	16,263	(2,964)	16,302
Restricted				
Welfare Rights (NCAB)	9,672	61,579	(62,222)	9,029
Fuel Poverty	-	22,400	(9,374)	13,026
Salaries	-	6,750	-	6,750
Case Management	-	2,300	(2,300)	-
Covid 19	-	500	-	500
Total restricted funds	<u>9,672</u>	<u>93,529</u>	<u>(73,896)</u>	<u>29,305</u>
Total funds	<u>12,675</u>	<u>109,792</u>	<u>(76,860)</u>	<u>45,607</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

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

Welfare Rights (NCAB)

Provides advice and support to local residents around their welfare rights. This is the main source of income.

Fuel Poverty

Supporting families and the community through training.

Salaries

A contribution towards additional advice workers.

Covid 19

A contribution towards additional costs during the pandemic.

Nottingham Jobs Fund

To support people back to work.

11 Analysis of net assets between funds

	Unrestricted funds		Total funds at
	General	Other	30 June
	£	£	2021
			£
Tangible fixed assets	690	-	690
Current assets	15,418	56,493	71,911
Current liabilities	-	(1,328)	(1,328)
Total net assets	<u>16,108</u>	<u>55,165</u>	<u>71,273</u>
	Unrestricted		Total funds at
	funds	Restricted	30 June
	General	funds	2020
	£	£	£
Tangible fixed assets	1,380	-	1,380
Current assets	14,922	30,654	45,576
Current liabilities	-	(1,349)	(1,349)
Total net assets	<u>16,302</u>	<u>29,305</u>	<u>45,607</u>

12 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2021	2020
	£	£
Independent examination	820	820
Other financial services	674	756
	<u>1,494</u>	<u>1,576</u>

Bestwood Advice Centre

Notes to the Financial Statements for the Year Ended 30 June 2021

13 Taxation

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

14 Trustees remuneration and expenses

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

15 Related party transactions

During the year the charity made the following related party transactions:

H J Easton

H J Easton is the wife of trustee Christopher Easton. She received £3815 in salaries.

At the balance sheet date the amount due to/from H J Easton was £Nil (2020 - £Nil).