

Starfish Services Limited
Company Limited by Guarantee
Unaudited Financial Statements
31 July 2022

TREMAINE

Chartered accountants
19 Tremaine Close
Hartlepool
TS27 3LE

Starfish Services Limited
Company Limited by Guarantee
Financial Statements
Year ended 31 July 2022

	Page
Trustees' annual report (incorporating the director's report)	1
Independent examiner's report to the trustees	3
Statement of financial activities (including income and expenditure account)	5
Statement of financial position	6
Notes to the financial statements	7

Starfish Services Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 July 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 July 2022.

Reference and administrative details

Registered charity name Starfish Services Limited

Charity registration number 1146237

Company registration number 06959904

Principal office and registered office Exchange Building
66 Church Strett
Hartlepool
TS24 7DN

The trustees

I S Caldwell
C Wakeling
J Buckler

Company secretary I S Caldwell

Independent examiner Julie Todd Tremaine Chartered Certified Accountant
19 Tremaine Close
Hartlepool
TS27 3LE

Structure, governance and management

The nature of the governing document

The organisation for the year covered by this report was an incorporated charity, registered with the Charity Commission of England and Wales on 5 March 2012. The charity is governed by its memorandum and articles of association adopted 13 July 2009. The memorandum sets out the aims and objectives of the charity.

The recruitment and appointment of new trustees

Trustees are either elected at the Annual General Meeting or co-opted during the year.

The induction and training of trustees

The charity takes responsibility for the induction of new Trustee Board members and this induction process can include:

- provision of written background information about Starfish Service
- meetings with other staff members
- one to one meetings
- provision of regular reports on the work of the organisation

Starfish Services Limited

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 July 2022

Objectives and activities

The charity was formed for the benefit of persons suffering from mental illness of any description or in need of rehabilitation as a result of such illness, and assist in the treatment and care by the provision of facilities for work and recreation.

To promote and protect the physical and mental health of sufferers of mental disorders or conditions of emotional or mental distress through the provision of support services, premises to provide support services, education and practical advice to advance the education of the general public in all areas relating to mental disorders or conditions of emotional or mental distress.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

Achievements and performance

The charity is committed to the importance of the mind and mental health within health services.

The charity aims to provide the best available services, through research, clinical expertise in the context of patient characteristics, culture and preferences.

Financial review

The Statement of Financial Activities shows total income of £301,321. Outgoing resources of a revenue nature of £305,872 giving rise to a deficit of £3,204.

The unrestricted reserves of the charity stand at £105,819 of which the free reserves of the charity (i.e. reserves not tied up in fixed assets) amount to £105,626.

Reserves Policy

The trustees consider that the minimum level of reserves should be equivalent of 12 months operating costs, redundancy costs plus property contingencies.

The trustees' annual report and the strategic report were approved on 30 May 2023 and signed on behalf of the board of trustees by:

I S Caldwell
Trustee

Starfish Services Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Starfish Services Limited

Year ended 31 July 2022

I report to the trustees on my examination of the financial statements of Starfish Services Limited ('the charity') for the year ended 31 July 2022.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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).

Starfish Services Limited

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Starfish Services Limited *(continued)*

Year ended 31 July 2022

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.

Julie Todd
Tremaine Chartered Certified Accountant
Independent Examiner

19 Tremaine Close
Hartlepool
TS27 3LE

Starfish Services Limited

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 July 2022

			2022		2021
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income and endowments					
Donations and legacies	5	1,750	173,075	174,825	207,141
Charitable activities	6	126,496	—	126,496	89,933
Total income		<u>128,246</u>	<u>173,075</u>	<u>301,321</u>	<u>297,074</u>
Expenditure					
Expenditure on charitable activities	7	<u>150,792</u>	<u>155,080</u>	<u>305,872</u>	<u>374,514</u>
Total expenditure		<u>150,792</u>	<u>155,080</u>	<u>305,872</u>	<u>374,514</u>
Net expenditure and net movement in funds		<u>(22,546)</u>	<u>17,995</u>	<u>(4,551)</u>	<u>(77,440)</u>
Reconciliation of funds					
Total funds brought forward		<u>128,365</u>	<u>(21,199)</u>	<u>107,166</u>	<u>184,606</u>
Total funds carried forward		<u>105,819</u>	<u>(3,204)</u>	<u>102,615</u>	<u>107,166</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 7 to 15 form part of these financial statements.

Starfish Services Limited
Company Limited by Guarantee
Statement of Financial Position
31 July 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible fixed assets	12	193	843
Current assets			
Debtors	13	85,657	63,670
Cash at bank and in hand		50,142	73,824
		<u>135,799</u>	<u>137,494</u>
Creditors: amounts falling due within one year	14	<u>33,377</u>	<u>31,171</u>
Net current assets		<u>102,422</u>	<u>106,323</u>
Total assets less current liabilities		<u>102,615</u>	<u>107,166</u>
Net assets		<u>102,615</u>	<u>107,166</u>
Funds of the charity			
Restricted funds		(3,204)	(21,199)
Unrestricted funds		<u>105,819</u>	<u>128,365</u>
Total charity funds	16	<u>102,615</u>	<u>107,166</u>

For the year ending 31 July 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 company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 30 May 2023, and are signed on behalf of the board by:

I S Caldwell
Trustee

The notes on pages 7 to 15 form part of these financial statements.

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 July 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Exchange Building, 66 Church Street, Hartlepool, TS24 7DN.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Short leasehold property	-	Over life of lease
Plant and machinery	-	25% straight line
Fixtures and fittings	-	25% straight line

Defined contribution plans

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

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

Starfish Services Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £10 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Arnold Clark	1,500	–	1,500
Engaging Communities	250	370	620
Grants			
Big Lottery Fund	–	147,103	147,103
Community Foundation	–	7,202	7,202
Sports England	–	5,000	5,000
Hartlepool Borough Council - ESF	–	13,400	13,400
	<u>1,750</u>	<u>173,075</u>	<u>174,825</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	3,937	–	3,937
Grants			
Big Lottery Fund	–	126,704	126,704
Connect COVID Response	–	76,500	76,500
	<u>3,937</u>	<u>203,204</u>	<u>207,141</u>

6. Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Support services	57,030	–	57,030
Rent & utility recharge	69,466	–	69,466
	<u>126,496</u>	<u>–</u>	<u>126,496</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Support services	20,251	–	20,251
Rent & utility recharge	67,722	–	67,722
Other	–	1,960	1,960
	<u>87,973</u>	<u>1,960</u>	<u>89,933</u>

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

7. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
General fund	150,792	–	150,792
Sports England	–	2,485	2,485
Evolve	–	49,975	49,975
IXION	–	78,611	78,611
Reaching Communities	–	8,170	8,170
ESF Wellness to Work	–	15,299	15,299
Next Steps	–	540	540
	<u>150,792</u>	<u>155,080</u>	<u>305,872</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
General fund	134,276	–	134,276
Evolve	–	48,710	48,710
IXION	–	60,976	60,976
Reaching Communities	–	39,426	39,426
ESF Wellness to Work	–	14,626	14,626
Connect 4	–	76,500	76,500
	<u>134,276</u>	<u>240,238</u>	<u>374,514</u>

8. Net expenditure

Net expenditure is stated after charging/(crediting):

	2022 £	2021 £
Depreciation of tangible fixed assets	<u>650</u>	<u>928</u>

9. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,200</u>	<u>1,200</u>

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

10. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	146,300	191,901
Social security costs	6,844	7,766
Employer contributions to pension plans	2,385	3,127
	<u>155,529</u>	<u>202,794</u>

The average head count of employees during the year was 9 (2021: 11). The average number of full-time equivalent employees during the year is analysed as follows:

	2022	2021
	No.	No.
Charitable activities	8	10
Management	1	1
	<u>9</u>	<u>11</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

11. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

12. Tangible fixed assets

	Short leasehold property £	Plant and machinery £	Fixtures and fittings £	Total £
Cost				
At 1 August 2021 and 31 July 2022	<u>14,608</u>	<u>10,309</u>	<u>2,940</u>	<u>27,857</u>
Depreciation				
At 1 August 2021	14,606	9,877	2,531	27,014
Charge for the year	—	301	349	650
At 31 July 2022	<u>14,606</u>	<u>10,178</u>	<u>2,880</u>	<u>27,664</u>
Carrying amount				
At 31 July 2022	<u>2</u>	<u>131</u>	<u>60</u>	<u>193</u>
At 31 July 2021	<u>2</u>	<u>432</u>	<u>409</u>	<u>843</u>

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

13. Debtors

	2022	2021
	£	£
Trade debtors	13,400	17,770
Amounts owed by undertakings in which the charity has a participating interest	59,049	39,521
Prepayments and accrued income	13,075	6,246
Other debtors	133	133
	<u>85,657</u>	<u>63,670</u>

14. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	9,786	4,243
Amounts owed to undertakings in which the charity has a participating interest	20,971	20,698
Accruals and deferred income	400	3,160
Social security and other taxes	1,823	2,541
Other creditors	397	529
	<u>33,377</u>	<u>31,171</u>

15. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,385 (2021: £3,127).

16. Analysis of charitable funds

Unrestricted funds

	At 1 August 2021 £	Income £	Expenditure £	At 31 July 2022 £
General Funds	<u>128,365</u>	<u>128,246</u>	<u>(150,792)</u>	<u>105,819</u>

	At 1 August 2020 £	Income £	Expenditure £	At 31 July 2021 £
General Funds	<u>170,731</u>	<u>91,910</u>	<u>(134,276)</u>	<u>128,365</u>

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

16. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 August 2021 £	Income £	Expenditure £	At 31 July 2022 £
Evolve	(3,410)	51,668	(49,975)	(1,717)
IXION	(3,163)	95,805	(78,611)	14,031
Reaching Communities	–	7,202	(8,170)	(968)
ESF Wellness to Work	(14,626)	13,400	(15,299)	(16,525)
Sport England	–	5,000	(2,485)	2,515
Next Steps	–	–	(540)	(540)
	<u>(21,199)</u>	<u>173,075</u>	<u>(155,080)</u>	<u>(3,204)</u>

	At 1 August 202 0 £	Income £	Expenditure £	At 31 July 2021 £
Evolve	(3,124)	48,424	(48,710)	(3,410)
IXION	1,176	56,637	(60,976)	(3,163)
Reaching Communities	15,823	23,603	(39,426)	–
ESF Wellness to Work	–	–	(14,626)	(14,626)
Connect 4	–	76,500	(76,500)	–
	<u>13,875</u>	<u>205,164</u>	<u>(240,238)</u>	<u>(21,199)</u>

17. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	193	–	193
Current assets	135,799	–	135,799
Creditors less than 1 year	(30,173)	(3,204)	(33,377)
Net assets	<u>105,819</u>	<u>(3,204)</u>	<u>102,615</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	843	–	843
Current assets	127,522	9,972	137,494
Creditors less than 1 year	–	(31,171)	(31,171)
Net assets	<u>128,365</u>	<u>(21,199)</u>	<u>107,166</u>

Starfish Services Limited

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 July 2022

18. Related parties

During the year the charity Starfish Services provided intercompany facilities to organisations in which Mr I Caldwell is also a director. Such organisations include:

Starfish Health & Well Being CIC - Company Registration no: 6904971

Let's Connect (Eng) Ltd - Charity Registration no: 1125924

Transactions in relation to each of the above organisations include:

Starfish Health and Well Being CIC

	2022	2021
	£	£
Charges made to SFHWP in respect of premises & salaries	123,328	82,883
Charges made to charity for goods & services	16,999	10,190
Balance owed to charity at the year end	48,019	38,113
Balance owed to SFHWP at the year end	20,971	20,698

Let's Connect (Eng) Ltd

	2022	2021
	£	
Charges made to Let's Connect in respect of premises	3,168	4,535
Charges made from Let's Connect to charity in respect of goods & services	—	7,602
Balance owed to charity at the year end	—	1,408

Other related transactions

The charity engaged the services of a marketing, management and sustainability consultant, the consultant is a close family member of persons with significant control, fees paid in the year amounted to £4,600 (2021 - £2,220).