# ST ANNS ADVICE GROUP

England & Wales · Charity number 1163512

## Details

| | |
|---|---|
| **Other names** | ST ANNS ADVICE CENTRE |
| **Status** | Registered |
| **Legal form** | CIO |
| **Registered** | 2015-09-11 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Neighbourhood Centre<br>Robin Hood Chase<br>Nottingham<br>NG3 4EZ |
| **Phone** | 01159506867 |
| **Email** | info@stannsadvice.org.uk |
| **Website** | www.stannsadvice.org.uk |

## Activities

**Objects:** TO PROMOTE ANY PURPOSE THAT IS CHARITABLE ACCORDING TO THE LAWS OF ENGLAND AND WALES, INCLUDING THE RELIEF OF POVERTY AND THE ADVANCEMENT OF EDUCATION AND IN PARTICULAR THROUGH THE PROVISION OF A SERVICE PROVIDING INFORMATION AND SOCIAL WELFARE ADVICE

**Activities:** provider of some aspects of social welfare law

## Classification

- **How:** Provides Advocacy/advice/information
- **What:** The Prevention Or Relief Of Poverty
- **Who:** The General Public/mankind

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## Geography

- Nottingham City
- Nottinghamshire

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2025-03-31 | £796,695 | £872,700 | £261,596 | 29 |
| 2024-03-31 | £1,120,220 | £1,101,939 | £337,601 | 32 |
| 2023-03-31 | £1,778,803 | £1,673,843 | £319,320 | 32 |
| 2022-03-31 | £38,555 | £1,632,727 | £214,360 | 33 |
| 2021-03-31 | £1,660,178 | £1,586,516 | £220,887 | 28 |

## Trustees

| Name | Role | Appointed |
|---|---|---|
| Folasade Abiodun Sowunmi | | 2022-08-18 |
| Pat Salmon | | 2026-05-07 |
| Rev ANTHONY GILES | | 2015-10-01 |
| Robert Bird | | 2021-02-04 |

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**ST ANNS ADVICE GROUP**

England & Wales - Charity number 1163512

# Accounts

Charity registration number: 1163512

# St Anns Advice Group

Annual Report and Financial Statements

for the Year Ended 31 March 2025

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

## St Anns Advice Group

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## St Anns Advice Group

## Reference and Administrative Details

| | |
|---|---|
| **Trustees** | R Bird, Treasurer<br>G Everitt<br>Rev A Giles<br>F Sowunmi |
| **Senior Management Team** | Debbie Webster, Manager |
| **Charity Registration Number** | 1163512 |
| **Principal Office** | Neighbourhood Centre<br>Robin Hood Chase<br>Nottingham<br>NG3 4EZ |
| **Independent Examiner** | Eva Stevens, employee of<br>Community Accounting Plus<br>Units 1 & 2 North West<br>41 Talbot Street<br>Nottingham<br>NG1 5GL |
| **Bankers** | Unity Trust Bank plc<br>Nine Brindleyplace<br>Birmingham<br>B1 2HB |

# St Anns Advice Group

## Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2025.

### Trustees and officers

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

| | |
|---|---|
| Trustees: | R Bird, Treasurer |
| | G Everitt |
| | Rev A Giles |
| | F Sowunmi |
| | J Drury (resigned 1 August 2024) |
| | T Farmer (resigned 1 August 2024) |
| | S Jones (resigned 1 August 2024) |
| | M Lindsay (resigned 1 August 2024) |

### Structure, governance and management

***Nature of governing document***

The charity is operated under the rules of its constitution CIO - Foundation registered 11 September 2015.

***Recruitment and appointment of trustees***

Local recruitment, word of mouth, AGM invites nominees.

### Objectives and activities

***Objects and aims***

To promote any purpose that is charitable according to the laws of England and Wales, including the relief of poverty and the advancement of education and in particular through the provision of a service providing information and social welfare advice.

***Public benefit***

The centre's objectives and principal activities are to promote any charitable purpose for the benefit of the inhabitants of St Ann's, Nottingham City and surrounding areas, through the provision of an advice and information service for persons who need such services. The aim is to provide a high quality, easily accessible service in the areas of welfare benefits, debt, housing and general advice. We also offer representation at DWP appeals and more generally support and help service users to understand complex forms and regulations.

We review our aims, objectives and activities each year. The review looks at the success of each key activity and the benefits they have brought. The review also helps us ensure our objectives and activities remain focused on our stated purposes.

We confirm that St Anns Advice Group meets the definition of a public benefit entity. We have referred to the guidance contained within the Charity Commission's guidance on public benefit when reviewing our aims and objectives and in planning our future activities, in particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

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 this period the Advice Group continued to provide advice on debt and benefits resulting in nearly 3,000 full cases, and over 1,000 people supported with one off assistance. Advisers have managed over 7.5 million pounds worth of debts and made total gains for local people of just over 5 million pounds.

These figures reflect a committed staff team that has provided support and advice throughout 2024/25. We continue to run several projects alongside the core service of welfare benefits and debt advice.

We have a solid reputation as deliverers and influencers. We are based at the Neighbourhood Centre in St Anns and approx. 50% of our clients are from this area. However, we do outreach in Sneinton and across the city.

Our Money Debt Advice and the British Gas Energy Trust project can work with people across the East Midlands. However other projects have a restricted geographical criterion.

Referrals to the Centre are regularly received from the Nottingham City Council Housing, Nottingham City Council, housing associations, health workers, local councilors, and GP surgeries.

As in previous years, most enquiries received in 2024/25 were about Department of Work and Pensions welfare benefits, Universal Credit and priority and non-priority debts. Other areas in which people were assisted include housing, homelessness, multiple debt advice, bailiffs, health, employment, water, and fuel. An ever-increasing number of clients who come to the advice Centre have priority debt problems and face crisis due to the excessive cost of energy.

We also distributed the household support fund held by the city council, by providing supermarket vouchers, and have taken applications for energy vouchers from residents.

We were successful in gaining additional funding to support clients with energy vouchers if they were struggling to put money on their pre-payment meters.

**Debt advice service and the Money Advice Service**

The Money Advice Service, and Nottingham City Council Housing fund our debt work. The projects reduce the level of rent and council tax arrears and other priority and non-priority debts within the city.

We have assisted clients with budget plans and income maximization including applications for housing benefit, discretionary housing payments, tax credits, and personal independent payments. The team apply to various trust funds and small charities for funds to assist clients with essential furniture and white goods.

**Appeals**

The Centre continues to represent people at various appeal tribunals for Personal Independent Payments, disability living allowance, employment support allowance and industrial injuries benefit. Where we were successful in these appeals clients received back payments of benefit or compensation. In addition, many of these clients will have also gained increases in their weekly benefit entitlement.

**Independent food bank**

Our independent food bank was opened in December 2012 and has continued to feed vulnerable people who are experiencing hardships typically having no income. We provided 40 Christmas hampers for clients who were on the food bank books, with fresh food and presents for family members.

**British Gas Energy Trust**

We continue to run the Fuel efficiency and debt project funded by the British Gas Energy Trust. Advisors can provide a holistic service to clients providing advice on maximizing incomes and reducing debts as well as managing or writing off energy debt and supporting energy efficiency savings in the home. We sub-contract three part-time posts to Bestwood Advice Centre, Meadows Advice Centre and Nottingham Law Centre in order to cover both north, Centre and south of the city We have funding to issue energy vouchers to those citizens that are struggling to heat their homes.

**Nottingham Public Health and City East PCN**
We receive funding from the NCC Public Health and PCN 6. This is our core funding and supports the work at the Centre and takes local GP referrals.

**Financial review**

***Policy on reserves***

The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be two months of the total resources expended. At this level, the board feel that they would be able to continue the current activities of the charity in the event of a significant drop in income. At present there are free reserves of £214,780.

***Major risks and management of those risks***

We are fully aware of the funding difficulties we, and many other third sector organisations face, and therefore we constantly explore the landscape for new opportunities / partnerships to ensure we continue to support our community and respond to its needs.

**Plans for future periods**

***Aims and key objectives for future periods***

We will maintain existing partnerships and seek to create new ones by initiating new projects in collaboration with others. We have a strong network across the city and enjoy an excellent reputation with other providers and funders.

## St Anns Advice Group

## Statement of Trustees' Responsibilities

The trustees 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 law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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 1/12/25 and signed on its behalf by:

.....

Anthony Giles
Trustee

## St Anns Advice Group

## Independent Examiner's Report to the trustees of St Anns Advice Group

**Independent examiner's report to the trustees of St Anns Advice Group**
I report to the trustees on my examination of the accounts of St Anns Advice Group (the Charity) for the year ended 31 March 2025.

**Responsibilities and basis of report**
As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable directions given by the Charity Commission under section 145(5)(b) of the 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 Chartered Institute of Public Finance and Accountancy (CIPFA), 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 that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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: 2/12/2025

## St Anns Advice Group

## Statement of Financial Activities for the Year Ended 31 March 2025

| | Note | Unrestricted £ | Restricted £ | Total 2025 £ | Total 2024 £ |
|---|---|---|---|---|---|
| **Income and Endowments from:** | | | | | |
| Donations and legacies | 2 | 374,082 | - | 374,082 | 560,709 |
| Charitable activities | 3 | - | 422,613 | 422,613 | 559,511 |
| Total Income | | 374,082 | 422,613 | 796,695 | 1,120,220 |
| **Expenditure on:** | | | | | |
| Charitable activities | 5 | (431,950) | (440,750) | (872,700) | (1,101,939) |
| Total Expenditure | | (431,950) | (440,750) | (872,700) | (1,101,939) |
| Net (expenditure)/income | | (57,868) | (18,137) | (76,005) | 18,281 |
| Gross transfers between funds | | (22,572) | 22,572 | - | - |
| Net movement in funds | | (80,440) | 4,435 | (76,005) | 18,281 |
| **Reconciliation of funds** | | | | | |
| Total funds brought forward | | 309,418 | 28,183 | 337,601 | 319,320 |
| Total funds carried forward | 14 | 228,978 | 32,618 | 261,596 | 337,601 |

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 14.

## St Anns Advice Group

## Statement of Financial Activities for the Year Ended 31 March 2025 (continued)

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

| | Note | Unrestricted £ | Restricted £ | Total 2024 £ |
|---|---|---|---|---|
| **Income and Endowments from:** | | | | |
| Donations and legacies | 2 | 560,709 | - | 560,709 |
| Charitable activities | 3 | 16 | 559,495 | 559,511 |
| Total Income | | 560,725 | 559,495 | 1,120,220 |
| **Expenditure on:** | | | | |
| Charitable activities | 5 | (515,928) | (586,011) | (1,101,939) |
| Total Expenditure | | (515,928) | (586,011) | (1,101,939) |
| Net income/(expenditure) | | 44,797 | (26,516) | 18,281 |
| Gross transfers between funds | | 54,918 | (54,918) | - |
| Net movement in funds | | 99,715 | (81,434) | 18,281 |
| **Reconciliation of funds** | | | | |
| Total funds brought forward | | 209,703 | 109,617 | 319,320 |
| Total funds carried forward | 14 | 309,418 | 28,183 | 337,601 |

## St Anns Advice Group

## (Registration number: 1163512)
## Balance Sheet as at 31 March 2025

| | Note | 2025 £ | 2024 £ |
|---|---|---|---|
| **Fixed assets** | | | |
| Tangible assets | 10 | 14,198 | 5,433 |
| **Current assets** | | | |
| Debtors | 11 | 81,005 | 128,111 |
| Cash at bank and in hand | 12 | 188,574 | 228,978 |
| | | 269,579 | 357,089 |
| **Creditors: Amounts falling due within one year** | 13 | (22,181) | (24,921) |
| **Net current assets** | | 247,398 | 332,168 |
| **Net assets** | | 261,596 | 337,601 |
| **Funds of the charity:** | | | |
| **Restricted income funds** | | | |
| Restricted funds | 14 | 32,618 | 28,183 |
| **Unrestricted income funds** | | | |
| Unrestricted funds | | 228,978 | 309,418 |
| **Total funds** | 14 | 261,596 | 337,601 |

The financial statements on pages 7 to 20 were approved by the trustees, and authorised for issue on 1/12/25 and signed on their behalf by:

.....

Anthony Giles
Trustee

The notes on pages 11 to 20 form an integral part of these financial statements.

## St Anns Advice Group

## Cash Flow Statement for the Year Ended 31 March 2025

| | Note | 2025 £ | 2024 £ |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Net cash (expenditure)/income | | (76,005) | 18,281 |
| **Adjustments to cash flows from non-cash items** | | | |
| Depreciation | | 9,267 | 7,595 |
| | | (66,738) | 25,876 |
| **Working capital adjustments** | | | |
| Decrease/(increase) in debtors | 11 | 47,106 | (50,508) |
| Decrease in creditors | 13 | (11,564) | (7,079) |
| Increase in deferred income | | 8,824 | - |
| Net cash flows from operating activities | | (22,372) | (31,711) |
| **Cash flows from investing activities** | | | |
| Purchase of tangible fixed assets | 10 | (18,032) | - |
| Net decrease in cash and cash equivalents | | (40,404) | (31,711) |
| Cash and cash equivalents at 1 April | | 228,978 | 260,689 |
| Cash and cash equivalents at 31 March | | 188,574 | 228,978 |
| **Reconciliation of net cash flow to movement in net funds** | | | |
| Decrease in cash | | (40,404) | (31,711) |
| Net funds at 1 April 2024 | | 228,978 | 260,689 |
| Net funds at 31 March 2025 | | 188,574 | 228,978 |

All of the cash flows are derived from continuing operations during the above two periods.

## 1 Accounting policies

**Statement of compliance**
The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

**Basis of preparation**
St Anns Advice Group 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.

**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 and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

***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.

***Deferred income***

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

**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 aggregates 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 £500.00 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 |
|---|---|
| Leasehold improvements | 20% straight line |
| Computer equipment | 25% 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 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.

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

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

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

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

**Pensions and other post retirement obligations**
The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

## 2 Income from donations and legacies

| | Unrestricted funds General £ | Total 2025 £ | Total 2024 £ |
|---|---|---|---|
| Donations and legacies; | | | |
| Donations from companies, trusts and similar proceeds | 86,059 | 86,059 | 202,431 |
| Grants, including capital grants; | | | |
| Government grants | 64,679 | 64,679 | 49,550 |
| Grants from other charities | 223,344 | 223,344 | 308,728 |
| | 374,082 | 374,082 | 560,709 |

## 3 Income from charitable activities

| | Restricted funds £ | Total 2025 £ | Total 2024 £ |
|---|---|---|---|
| Grants & donations | 422,613 | 422,613 | 586,011 |
| Other income | - | - | 16 |
| | 422,613 | 422,613 | 586,027 |

## 4 Grants and donations

| | Unrestricted funds £ | Restricted funds £ | Total funds £ |
|---|---|---|---|
| DWP - Access to Work | 3,379 | - | 3,379 |
| British Gas | - | 154,110 | 154,110 |
| National Lottery Community Fund | - | 8,824 | 8,824 |
| Money Advice Service | - | 72,576 | 72,576 |
| Nottingham City Council | 15,000 | 154,000 | 169,000 |
| Nottingham City Homes | 46,300 | - | 46,300 |
| Nottingham & District Citizens Advice Bureau | 142,577 | - | 142,577 |
| Nottingham City Council - capital grant | - | 14,063 | 14,063 |
| Metropolitan Housing Trust | 5,834 | - | 5,834 |
| Nottingham City East PCN | 38,266 | - | 38,266 |
| Renewal Trust | - | 5,275 | 5,275 |
| Framework Housing | 36,667 | - | 36,667 |
| VITA Health Group | 79,920 | - | 79,920 |
| Sundry grants & donations | 6,139 | 13,765 | 19,904 |
| | 374,082 | 422,613 | 796,695 |

## 5 Expenditure on charitable activities

| | Unrestricted funds General £ | Restricted funds £ | Total 2025 £ | Total 2024 £ |
|---|---|---|---|---|
| Staff costs | 308,664 | 366,681 | 675,345 | 766,554 |
| Depreciation | 5,614 | 3,653 | 9,267 | 7,595 |
| Premises costs | 20,317 | - | 20,317 | 21,140 |
| Postage & stationery | 7,082 | 597 | 7,679 | 16,889 |
| Telephone | 10,116 | 67 | 10,183 | 10,363 |
| Legal & professional | 12,270 | - | 12,270 | 10,892 |
| Insurance & subscriptions | 18,023 | 282 | 18,305 | 13,701 |
| Training | 654 | 739 | 1,393 | 2,583 |
| Travel | 495 | 382 | 877 | 1,307 |
| Bank charges | 158 | - | 158 | 206 |
| Publicity & advertising | 404 | 413 | 817 | 1,310 |
| Client costs | 14,958 | 6,768 | 21,726 | 4,787 |
| IT software | 15,099 | - | 15,099 | 12,974 |
| Other costs | 2,018 | 1,707 | 3,725 | 66,108 |
| Grants & donations paid | 8,540 | 56,086 | 64,626 | 133,279 |
| Governance costs | - | - | - | 31,454 |
| Events costs | 2,538 | - | 2,538 | 797 |
| Consultants | 5,000 | 3,375 | 8,375 | - |
| | 431,950 | 440,750 | 872,700 | 1,101,939 |

## 6 Net incoming/outgoing resources

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

| | 2025 £ | 2024 £ |
|---|---|---|
| Depreciation of fixed assets | 9,267 | 7,595 |

## 7 Staff costs

The aggregate payroll costs were as follows:

| | 2025<br>£ | 2024<br>£ |
|---|---|---|
| **Staff costs during the year were:** | | |
| Wages and salaries | 619,663 | 722,082 |
| Social security costs | 45,100 | 55,927 |
| Pension costs | 10,582 | 11,017 |
| | 675,345 | 789,026 |

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

| | 2025<br>No | 2024<br>No |
|---|---|---|
| Average number of employees | 29 | 32 |

27 (2024 - 32) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £10,582 (2024 - £11,017).

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 £86,667 (2024 - £79,966).

## 8 Independent examiner's fees

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

| | 2025<br>£ | 2024<br>£ |
|---|---|---|
| Independent examination | 1,600 | - |
| Other financial services | 1,716 | 1,811 |
| | 3,316 | 1,811 |

## 9 Taxation

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

## 10 Tangible fixed assets

| | Computer equipment £ | Leasehold improvements £ | Total £ |
|---|---|---|---|
| **Cost** | | | |
| At 1 April 2024 | 14,081 | 21,899 | 35,980 |
| Additions | 18,032 | - | 18,032 |
| At 31 March 2025 | 32,113 | 21,899 | 54,012 |
| **Depreciation** | | | |
| At 1 April 2024 | 12,727 | 17,820 | 30,547 |
| Charge for the year | 5,188 | 4,079 | 9,267 |
| At 31 March 2025 | 17,915 | 21,899 | 39,814 |
| **Net book value** | | | |
| At 31 March 2025 | 14,198 | - | 14,198 |
| At 31 March 2024 | 1,354 | 4,079 | 5,433 |

## 11 Debtors

| | 2025 £ | 2024 £ |
|---|---|---|
| Trade debtors | 61,370 | 66,835 |
| Prepayments | 4,423 | 48,035 |
| Other debtors | 15,212 | 13,241 |
| | 81,005 | 128,111 |

## 12 Cash and cash equivalents

| | 2025 £ | 2024 £ |
|---|---|---|
| Cash on hand | 523 | 593 |
| Cash at bank | 188,051 | 228,385 |
| | 188,574 | 228,978 |

## 13 Creditors: amounts falling due within one year

| | 2025<br>£ | 2024<br>£ |
|---|---|---|
| Trade creditors | 479 | 999 |
| Other taxation and social security | 10,708 | 12,687 |
| Accruals | 2,170 | 11,235 |
| Deferred income | 8,824 | - |
| | 22,181 | 24,921 |

## 14 Funds

| | Balance at 1 April 2024<br>£ | Incoming resources<br>£ | Resources expended<br>£ | Transfers<br>£ | Balance at 31 March 2025<br>£ |
|---|---|---|---|---|---|
| **Unrestricted funds** | | | | | |
| ***General*** | | | | | |
| General fund | 309,418 | 374,082 | (431,950) | (22,572) | 228,978 |
| **Restricted funds** | | | | | |
| Fuel Poverty Project | 2,398 | 154,110 | (127,434) | - | 29,074 |
| Food and Furniture Store | 2,602 | 17,765 | (17,304) | - | 3,063 |
| Money Advice Outreach Programme | - | 72,576 | (93,222) | 20,646 | - |
| Multiply | 20,000 | 150,000 | (170,000) | - | - |
| UK SPF | 3,183 | - | (15,519) | 12,336 | - |
| Renewal Trust | - | 5,275 | (5,275) | - | - |
| Lottery - Digital Inclusion | - | 8,824 | (8,343) | - | 481 |
| NCC - IT equipment | - | 14,063 | (3,653) | (10,410) | - |
| **Total restricted funds** | 28,183 | 422,613 | (440,750) | 22,572 | 32,618 |
| **Total funds** | 337,601 | 796,695 | (872,700) | - | 261,596 |

The transfer from the NCC - IT equipment fund to the General fund represents the net book value of fixed assets, the use of which is not subject to any restriction.
The transfer from the General fund to the Money Advice Outreach and UK SPF funds is to cover the deficit on this activity.

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

Fuel Poverty Project - funding from the British Gas Energy Trust to tackle fuel debt and provide energy efficiency advice.
Food and Furniture Store - funding from numerous donors to provide food parcels for people in crisis and essential furniture.
Money Advice Outreach Programme - funding from Money Advice Service to provide debt advice.
UK SPF - funding from UK SPF for community development by supporting Nottingham City residents & businesses.
Multiply - funding from UK SPF to offer one-to-one support to city residents to help manage household budgets.
Renewal Trust - funding from Renewal Trust to tackle the number of people in Nottingham experiencing problem debt.
Lottery - Digital Inclusion - funding from National Lottery Community fund to
NCC - IT equipment - capital grant from Nottingham City Council to purchase new IT equipment.

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

| | Balance at 1 April 2023 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2024 £ |
|---|---|---|---|---|---|
| **Unrestricted funds** | | | | | |
| ***General*** | | | | | |
| General fund | 209,703 | 560,725 | (515,928) | 54,918 | 309,418 |
| **Restricted** | | | | | |
| Fuel Poverty Project | 1,500 | 151,322 | (139,190) | (11,234) | 2,398 |
| Food and Furniture Store | - | 9,084 | (6,482) | - | 2,602 |
| Money Advice Outreach Programme | 2,091 | 72,978 | (91,855) | 16,786 | - |
| Building Better Opportunities | 104,877 | 73,548 | (167,401) | (11,024) | - |
| Multiply | - | 166,250 | (102,677) | (43,573) | 20,000 |
| UK SPF | (8,851) | 41,288 | (29,254) | - | 3,183 |
| Renewal Trust | - | 15,025 | (19,152) | 4,127 | - |
| Ind-Age | 10,000 | 30,000 | (30,000) | (10,000) | - |
| **Total restricted funds** | 109,617 | 559,495 | (586,011) | (54,918) | 28,183 |
| **Total funds** | 319,320 | 1,120,220 | (1,101,939) | - | 337,601 |

## 15 Analysis of net assets between funds

| | Unrestricted | | 2025 |
|---|---|---|---|
| | General | Restricted | Total funds |
| | £ | £ | £ |
| Tangible fixed assets | 14,198 | - | 14,198 |
| Current assets | 236,961 | 32,618 | 269,579 |
| Current liabilities | (22,181) | - | (22,181) |
| Total net assets | 228,978 | 32,618 | 261,596 |

| | Unrestricted | | 2024 |
|---|---|---|---|
| | General | Restricted | Total funds |
| | £ | £ | £ |
| Tangible fixed assets | 5,433 | - | 5,433 |
| Current assets | 328,906 | 28,183 | 357,089 |
| Current liabilities | (24,921) | - | (24,921) |
| Total net assets | 309,418 | 28,183 | 337,601 |

## 16 Related party transactions

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

**Chase NC Limited**

Throughout the year, the following trustees of St Anns Advice Group have also been directors of Chase NC Limited, a company limited by guarantee (company number 06934839) and registered charity (charity number 1137591), which operates The Neighbourhood Community Centre, Robin Hood Chase, St Anns, Nottingham:

G Everitt
Rev A Giles
R Bird
F Sowunmi

The charity pays an arm's length rental of £11,856 (2024: £11,856) per annum and service charges of £4,876 (2024: £4,876) per annum to Chase NC Limited.

The charity recharges salary costs to Chase NC 2025: £15,866 (2024: £15,000).

The charity provided a loan to Chase NC Limited to refurbish the kitchen, wages and other expenses. The amount outstanding at the year end was £11,967 (2024: £11,967). The loan is interest free and is repayable on demand.

At the balance sheet date the amount due from Chase NC Limited was £15,212 (2024 - £12,991).

## 17 Trustees remuneration and expenses

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

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

**ST ANNS ADVICE GROUP**

England & Wales - Charity number 1163512

# Accounts

Charity registration number 1163512

# ST ANNS ADVICE GROUP

# ANNUAL REPORT AND FINANCIAL STATEMENTS

# FOR THE YEAR ENDED 31 MARCH 2024

# ST ANNS ADVICE GROUP

## LEGAL AND ADMINISTRATIVE INFORMATION

| | |
|---|---|
| **Trustees** | Mr R Bird<br>Rev A Giles<br>Mr G Everitt<br>Ms F Abiodun Sowunmi |
| **Charity number** | 1163512 |
| **Principal address** | Chase Neighbourhood Centre<br>Robin Hood Chase<br>St Anns<br>Nottingham<br>NG3 4EZ |
| **Auditor** | HSKSG Audit Limited<br>3rd Floor<br>Butt Dyke House<br>33 Park Row<br>Nottingham<br>NG1 6EE |
| **Bankers** | Unity Trust Bank PLC<br>4 Brindley Place<br>Birmingham<br>B1 2JB |

# ST ANNS ADVICE GROUP

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# ST ANNS ADVICE GROUP

## TRUSTEES' REPORT

## *FOR THE YEAR ENDED 31 MARCH 2024*

The trustees present their annual report and financial statements for the year ended 31 March 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

**Objectives and activities**

The centre's objectives and principal activities are to promote any charitable purpose for the benefit of the inhabitants of St Ann's, Nottingham City and surrounding areas, in particular through the provision of an advice and information service for persons who are in need of such services. The aim is to provide a high quality, easily accessible service in the areas of welfare benefits, debt, housing, employment and generalist advice. We also offer representation at DWP appeals and employment tribunals and more generally support and help service users to understand complex forms and regulations.

We review our aims, objectives and activities each year. The review looks at the success of each key activity and the benefits they have brought. The review also helps us ensure our objectives and activities remain focused on our stated purposes.

*Public benefit*

We confirm that St Anns Advice Group meets the definition of a public benefit entity. We have referred to the guidance contained within the Charity Commission's guidance on public benefit when reviewing our aims and objectives and in planning our future activities, in particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

**Achievements and performance**

*Significant activities and achievements against objectives*

This period the Advice Group continued to provide advice on debt and benefits resulting in 4446 full cases, managed over £1.5 million pounds worth of debts and made total gains for local people of just over £3.5 million pounds.

These figures reflect a committed staff team that have provided support and advice throughout 2023/24. We continue to run several projects with the core service of welfare benefits and debt advice.

We have a solid reputation as deliverers and influencers. We are based at the Neighbourhood Centre in St Anns and approx. 50% of our clients are from this area. However, we do outreach in parts of area six and across the city. Our Money Debt Advice and the British Gas Energy Trust project can work with people across the East Midlands. However other projects have a tight geographical criterion.

Referrals to the centre are regularly received from the Nottingham City Council Housing, Nottingham City Council, housing associations, health workers, local councillors, and GP surgeries.

As in previous years, most enquiries received in 2023/24 were about Department of Work and Pensions welfare benefits, Universal Credit and priority and non-priority debts. Other areas in which people were assisted include housing, homelessness, multiple debt advice, bailiffs, health, employment, water, and fuel. An ever-increasing number of clients who come to the advice centre have priority debt problems and face crisis due to the excessive cost of energy.

We also distributed the household support fund held by the city council, by providing supermarket vouchers, and have taken applications for energy vouchers from residents.

We were successful in gaining additional funding to support clients with energy vouchers if they were struggling to put money on their pre-payment meters.

**Debt advice service and the Money Advice Service**
The Money Advice Service, The Renewal Trust and Nottingham City Homes fund our debt work. The projects reduce the level of rent and council tax arrears and other priority and non-priority debts within the city.

We have assisted clients with budget plans and income maximisation including applications for housing benefit, discretionary housing payments, tax credits, and personal independent payments. The team apply to various trust funds and small charities for funds to assist clients with essential furniture and white goods.

**Appeals**
The centre continues to represent people at various appeal tribunals for Personal Independent Payments, disability living allowance, employment support allowance and industrial injuries benefit. Where we were successful in these appeals clients received back payments of benefit or compensation. In addition, many of these clients will have also gained increases in their weekly benefit entitlement.

**Sneinton and general advice work**
We have resumed our outreach sessions in Sneinton. Most of this work is funded through the Nottingham City Council contract that was awarded to the Advice Nottingham consortium with the Citizens Advice Nottinghamshire bureau as the lead organisation. This contract was extended through a grant-based payment for 2023/24.

**St Ann's and Sneinton food and furniture store**
Our independent food and furniture store was opened in December 2012 and has continued to feed vulnerable people who are experiencing hardship typically having no income. We have closed the furniture project and are using the extra space to store food. We provided 25 Christmas hampers for clients, who were on the food bank books, with fresh food and presents for family members.

**Building better opportunities (BBO)**
Money sorted in D2N2 was part of the Building Better Opportunities programme. The project was funded by the European Social Fund and The National Lottery Community Fund. We were part of the 'Peoples First Alliance' with Framework (delivered on Opportunity and Change) and Groundwork (delivered on Towards Work). A secured extension funded this project until June 2023 with actual delivery ending at the end of March 2023.

Money sorted in Derby city, Derbyshire, Nottingham city and Nottinghamshire (D2N2), was about excluded people. It offered a six months programme of person-centred support and a range of bespoke interventions designed to enable people experiencing financial crisis and financial hardship to take control, build confidence, tackle their problems and move out of poverty and exclusion.

Personal financial resilience plans developed between participants and our personal navigators put people in control. They identify and tackle obstacles and challenges to engagement and achievement. They focus on goals, aspirations, and ambitions, enabling participants to progress along a pathway to financial inclusion and paid employment.

The partnership brought together large and small local providers with a wide range of expertise and experience of working with diverse and vulnerable communities across D2N2. It reached individuals, families and communities stretching across these two major city centres, larger towns, rural towns, and villages with the D2N2 area. The money sorted partnership in D2N2 also includes the four leading local authorities as key strategic delivery partners.

**Fuel efficiency and debt project**
We continue to run the Fuel efficiency and debt project funded by the British Gas Energy Trust. Advisors can provide a holistic service to clients providing advice on maximising incomes and reducing debts as well as managing or writing off energy debt and support them with energy efficiency savings in the home. We sub-contract three part time posts to Bestwood Advice Centre, Meadows Advice Centre and Nottingham Law Centre in order to cover both north, centre and south of the city. We have funding to issue energy vouchers to those citizens that are struggling to heat their homes.

**Family Mentoring Service**
Framework Housing Association continue to fund a dedicated welfare benefits advisor that supports the families they engage with.

**Independent Age**
Fund a dedicated advisor to work with the older community and encourage benefit take up. This funding ended December 2023.

**Nottingham City East PCN**
Fund an advice worker to work alongside their Social Prescribers in Area 3 & 6.

**Well for Work**
Funded through FUTURES we can provide one to one support and advice for those clients who want help to move closer to the labour market. This project ended December 2023

**Financial review**
With limited reserves and medium to long term funding always a challenge to obtain, it continues to be difficult to plan and develop services. Total income for the year was £1,120,220 (2023: £1,778,803) and total expenditure was £1,101,939 (2023: £1,673,843) resulting in a surplus for the year of £18,281. This is compared to a surplus of £104,960 in the previous year. At the year end, the funds of the charity were £337,601 which is represented by £28,183, of restricted funds and £309,418 of unrestricted funds.

*Reserves policy*
**Reserves policy**
The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be two months of the total resources expended (£186,156 based on these financial statements). At this level, the board feel that they would be able to continue the current activities of the charity in the event of a significant drop in income. At present there are free reserves of £303,985.

**Structure, governance and management**
The charity is a Charitable Incorporated Organisation, registered in England & Wales.

The trustees who served during the year and up to the date of signature of the financial statements were:

| | |
|---|---|
| Mr R Bird | |
| Ms S Jones | (Resigned 1 August 2024) |
| Mr T Farmer | (Resigned 1 August 2024) |
| Ms J Drury | (Resigned 1 August 2024) |
| Rev A Giles | |
| Ms M Lindsay | (Resigned 1 August 2024) |
| Mr G Everitt | |
| Ms F Abiodun Sowunmi | |

*Recruitment and appointment of trustees*
The trustees are supported by a management committee. The trustees and members of the management committee are elected to serve for a period of three years after which they must be re-elected at the next annual general meeting.

The trustees and management committee represent a broad base of skills and experience, and this is continually monitored. Where possible, individuals with specific skills are approached to offer themselves for election as trustees or to the management committee.

*Organisational structure*

**Management Committee**

Ms Coleen Francis

**Key Management Team**

| | |
|---|---|
| Ms Debbie Webster | Manager |
| Sally Marshall | Supervisor |

*Induction and training of trustees*

Most trustees and management committee members are familiar with the work of the centre through previous contact with and experience. New trustees and management committee members are given an induction to the centre by the manager. This includes the following:

- Obligations of trustees and management committee members
- All documents critical to the strategic and operational management of the centre
- Full briefing of the resourcing and current financial position as set out in the current accounts and the latest quarterly financial information
- Future plans and objectives
- Encouragement to attend relevant training

The trustees' report was approved by the Board of Trustees.

.....

Mr R Bird

**Trustee**

Date: 22/1/2025

# ST ANNS ADVICE GROUP

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

### *FOR THE YEAR ENDED 31 MARCH 2024*

The trustees 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

- select suitable accounting policies and then apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# ST ANNS ADVICE GROUP

## INDEPENDENT AUDITOR'S REPORT

## TO THE TRUSTEES OF ST ANNS ADVICE GROUP

### Opinion

We have audited the financial statements of St Anns Advice Group (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

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

### Other information

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

We have nothing to report in this regard.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

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

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We considered the nature of the charity's business and its control environment. We also enquired of management about their identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework in which the charity operates and identified key laws and regulations that:

- Had a direct effect on the determination of material amounts and disclosures in the financial statements, which included the Charities Act 2011, tax legislation and payroll legislation; and

- Did not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate.

We discussed among the audit engagement team the opportunities and incentives that may exist within the organisation for fraud and how / where fraud might occur in the financial statements.

In common with all audits under ISA's (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of accounting adjustments and journal entries, assessed whether accounting estimates were reasonable and accurate and reviewed the accounting records for any significant and unusual transactions.

In addition, our procedures to respond to the risks identified included:
- Reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provision of relevant laws and regulations described as having a direct effect on the financial statements;
- Performing analytical procedures to identify any unusual or unexpected variances that may indicate risks of material misstatement due to fraud;
- Enquiring of management about any instances of non-compliance with laws and regulations and any instances of known or suspected fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

HSKSG Audit Limited

22nd January 2025

**HSKSG Audit Limited**

**Chartered Accountants**
**Statutory Auditor**

3rd Floor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

# ST ANNS ADVICE GROUP

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

### *FOR THE YEAR ENDED 31 MARCH 2024*

| | Notes | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|---|---|---|---|---|---|---|---|
| **Income and endowments from:** | | | | | | | |
| Donations and legacies | 3 | 52,307 | 5,635 | 57,942 | 70,929 | 2,010 | 72,939 |
| Charitable activities | 4 | 508,402 | 553,860 | 1,062,262 | 382,446 | 1,323,118 | 1,705,564 |
| Other income | 5 | 16 | - | 16 | 300 | - | 300 |
| **Total income** | | 560,725 | 559,495 | 1,120,220 | 453,675 | 1,325,128 | 1,778,803 |
| **Expenditure on:** | | | | | | | |
| Raising funds | 6 | 797 | - | 797 | 2,993 | - | 2,993 |
| Charitable activities | 7 | 515,131 | 586,011 | 1,101,142 | 496,707 | 1,171,057 | 1,667,764 |
| Other expenditure | 13 | - | - | - | 3,086 | - | 3,086 |
| **Total expenditure** | | 515,928 | 586,011 | 1,101,939 | 502,786 | 1,171,057 | 1,673,843 |
| **Net income/(expenditure)** | | 44,797 | (26,516) | 18,281 | (49,111) | 154,071 | 104,960 |
| Transfers between funds | | 54,918 | (54,918) | - | 93,628 | (93,628) | - |
| **Net movement in funds** | 10 | 99,715 | (81,434) | 18,281 | 44,517 | 60,443 | 104,960 |
| **Reconciliation of funds:** | | | | | | | |
| Fund balances at 1 April 2023 | | 209,703 | 109,617 | 319,320 | 165,186 | 49,174 | 214,360 |
| **Fund balances at 31 March 2024** | | 309,418 | 28,183 | 337,601 | 209,703 | 109,617 | 319,320 |

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

# ST ANNS ADVICE GROUP

## BALANCE SHEET

### *AS AT 31 MARCH 2024*

| | Notes | 2024 £ | 2024 £ | 2023 £ | 2023 £ |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Tangible assets | **15** | | 5,433 | | 13,028 |
| **Current assets** | | | | | |
| Debtors | **16** | 128,111 | | 77,603 | |
| Cash at bank and in hand | | 228,978 | | 260,689 | |
| | | 357,089 | | 338,292 | |
| **Creditors: amounts falling due within one year** | **17** | (24,921) | | (32,000) | |
| **Net current assets** | | | 332,168 | | 306,292 |
| **Total assets less current liabilities** | | | 337,601 | | 319,320 |
| **Net assets excluding pension liability** | | | 337,601 | | 319,320 |
| **The funds of the charity** | | | | | |
| Restricted income funds | **19** | | 28,183 | | 109,617 |
| Unrestricted funds | | | 309,418 | | 209,703 |
| | | | 337,601 | | 319,320 |

The financial statements were approved by the trustees on 22/1/2025

Mr R Bird
**Trustee**

# ST ANNS ADVICE GROUP

## STATEMENT OF CASH FLOWS

### *FOR THE YEAR ENDED 31 MARCH 2024*

| | Notes | 2024 £ | £ | 2023 £ | £ |
|---|---|---|---|---|---|
| **Cash flows from operating activities** | | | | | |
| Cash (absorbed by)/generated from operations | 23 | | (31,711) | | 59,200 |
| **Investing activities** | | | | | |
| Purchase of tangible fixed assets | | - | | (2,697) | |
| **Net cash used in investing activities** | | | - | | (2,697) |
| **Net cash used in financing activities** | | | - | | - |
| **Net (decrease)/increase in cash and cash equivalents** | | | (31,711) | | 56,503 |
| Cash and cash equivalents at beginning of year | | | 260,689 | | 204,186 |
| **Cash and cash equivalents at end of year** | | | 228,978 | | 260,689 |

## 1 Accounting policies

### Charity information

St Anns Advice Group is a Charitable Incorporated Organisation registered with the Charity Commission in England and Wales.

### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

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

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

### 1.2 Going concern

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

### 1.3 Charitable funds

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

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

### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

The charity has not received any material donated goods for its own use. Small items are not recognised in the Statement of Financial Activities.

The monetary value of volunteer services are not recognised in the Statement of Financial Activities.

No amount is included in the financial statements for volunteer time in line with the SORP.

Income from government grants and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**1 Accounting policies** **(Continued)**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on the basis consistent with use of the resources. Overheads have been allocated on a basis of budgeted turnover.

**1.6 Tangible fixed assets**

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

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

| | |
|---|---|
| Leasehold improvements | 20% straight line |
| Computers | 25% straight line |

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

Furnishings are written off as the expenditure is incurred. Expenditure on equipment and fixtures above £500 is capitalised.

**1.7 Impairment of fixed assets**

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

**1.8 Cash and cash equivalents**

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

**1 Accounting policies** **(Continued)**

**1.9 Financial instruments**

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

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

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

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

***Impairment of financial assets***

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

***Derecognition of financial assets***

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

***Basic financial liabilities***

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

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

***Derecognition of financial liabilities***

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

## 1 Accounting policies (Continued)

### 1.10 Employee benefits

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

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

## 2 Critical accounting estimates and judgements

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

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

## 3 Income from donations and legacies

| | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|---|---|---|---|---|---|---|
| Donations and gifts | 29,057 | 2,635 | 31,692 | 21,141 | 2,010 | 23,151 |
| Grants receivable for core activities | 23,250 | 3,000 | 26,250 | 49,788 | - | 49,788 |
| | 52,307 | 5,635 | 57,942 | 70,929 | 2,010 | 72,939 |
| **Grants receivable for core activities** | | | | | | |
| Nottingham City Council | 400 | 3,000 | 3,400 | 16,300 | - | 16,300 |
| Communities in Crisis Fund | - | - | - | 3,756 | - | 3,756 |
| Mr D Liversidge | - | - | - | 5,000 | - | 5,000 |
| Unite | - | - | - | 1,000 | - | 1,000 |
| Nottingham Community and Voluntary Services | - | - | - | 14,142 | - | 14,142 |
| National Grid | - | - | - | 9,240 | - | 9,240 |
| Energy Saving Grant | 2,850 | - | 2,850 | - | - | - |
| Garfield Weston Foundation | 20,000 | - | 20,000 | - | - | - |
| Other | - | - | - | 350 | - | 350 |
| | 23,250 | 3,000 | 26,250 | 49,788 | - | 49,788 |

## 4 Income from charitable activities

| | Unrestricted funds 2024 £ | Restricted funds 2024 £ | Total 2024 £ | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ |
|---|---|---|---|---|---|---|
| **Advice services** | | | | | | |
| Performance related grants | 508,402 | 553,860 | 1,062,262 | 382,446 | 1,323,118 | 1,705,564 |

**Performance related grants analysis**

| | Advice services 2024 £ | Advice services 2023 £ |
|---|---|---|
| The National Lottery Community fund | 68,523 | 967,620 |
| British Gas Energy Trust | 151,322 | 124,702 |
| Citizens Advice Bureau | 203,341 | 203,341 |
| Money Advice Service | 72,978 | 102,015 |
| Framework Housing Association | 40,000 | 40,000 |
| Debt Advice Service | 46,300 | 46,300 |
| Energy Saving | - | 71,850 |
| Renewal Trust | 15,025 | 29,250 |
| Nottingham City Primary Care Networks | 65,387 | 26,749 |
| Multiply | 166,250 | - |
| VITA | 82,116 | - |
| Other | 151,020 | 93,737 |
| | 1,062,262 | 1,705,564 |

## 5 Other income

| | Unrestricted funds 2024 £ | Unrestricted funds 2023 £ |
|---|---|---|
| Other income | 16 | 300 |

## 6 Expenditure on raising funds

| | Unrestricted funds 2024 £ | Unrestricted funds 2023 £ |
|---|---|---|
| **Fundraising and publicity** | | |
| Staging fundraising events | 797 | 2,993 |

## 7 Expenditure on charitable activities

| | Advice services 2024 £ | Advice services 2023 £ |
|---|---|---|
| **Direct costs** | | |
| Staff costs | 766,554 | 825,878 |
| Depreciation and impairment | 7,595 | 7,600 |
| Premises costs | 21,140 | 21,094 |
| Postage and stationery | 16,889 | 17,604 |
| Telephone and fax | 10,363 | 11,551 |
| Legal and Professional fees | 10,892 | 14,485 |
| Insurance and subscriptions | 13,701 | 7,932 |
| Training and conferences | 2,583 | 3,522 |
| Travelling | 1,307 | 2,764 |
| Bank charges | 206 | 279 |
| Publicity and advertising | 1,310 | 12,400 |
| Client costs | 4,787 | 21,146 |
| Motor expenses | - | 344 |
| IT and software | 12,974 | 47,788 |
| Other costs | 66,108 | 95,503 |
| | 936,409 | 1,089,890 |
| Grant funding of activities (see note 8) | 133,279 | 547,654 |
| **Share of support and governance costs (see note 9)** | | |
| Governance | 31,454 | 30,220 |
| | 1,101,142 | 1,667,764 |
| **Analysis by fund** | | |
| Unrestricted funds | 515,131 | 496,707 |
| Restricted funds | 586,011 | 1,171,057 |
| | 1,101,142 | 1,667,764 |

## 8 Grants payable

| | Advice services 2024 £ | Advice services 2023 £ |
|---|---|---|
| Grants to institutions: | | |
| Meadows Advice Group | - | 17,140 |
| Direct Help & Advice | 18,035 | 59,377 |
| Derbyshire Dales District Citizens Advice Bureau | 16,694 | 63,830 |
| Derbyshire YMCA | 16,967 | 50,911 |
| South Derbyshire Citizens Advice Bureau | 12,428 | 37,744 |
| Mansfield Citizens Advice Bureau | 22,267 | 67,945 |
| Derbyshire Law Centre | 2,346 | 9,166 |
| Workers Educational Association | 7,910 | 31,147 |
| Services for Empowerment and Advocacy | - | 52,510 |
| Derby Homes | 8,437 | 24,532 |
| Derbyshire Unemployed Workers Centre | 19,283 | 48,230 |
| Nottinghamshire YMCA | 8,755 | 27,332 |
| Nottingham & Nottinghamshire Refugee Forum | 157 | 13,438 |
| Bestwood Advice Centre | - | 18,766 |
| Nottingham Law Centre | - | 22,904 |
| Other | - | 174 |
| | 133,279 | 545,146 |
| Grants to individuals | - | 2,508 |
| | 133,279 | 547,654 |

## 9 Support costs allocated to activities

| | 2024 £ | 2023 £ |
|---|---|---|
| Governance costs | 31,454 | 30,220 |
| **Analysed between:** | | |
| Advice services | 31,454 | 30,220 |

## 10 Net movement in funds

| | 2024 £ | 2023 £ |
|---|---|---|
| The net movement in funds is stated after charging/(crediting): | | |
| Fees payable to the charity's auditor: | | |
| - for the audit of the charity's financial statements | 4,630 | 4,410 |
| - for other financial services | 4,352 | 2,240 |
| Depreciation of owned tangible fixed assets | 7,595 | 7,600 |
| Loss on disposal of tangible fixed assets | - | 3,086 |

## 11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. None of the trustees (or any persons connected with them) were reimbursed for any expenses during the period.

## 12 Employees

The average monthly number of employees during the year was:

| | 2024 Number | 2023 Number |
|---|---|---|
| | 32 | 32 |

| Employment costs | 2024 £ | 2023 £ |
|---|---|---|
| Wages and salaries | 722,082 | 765,346 |
| Social security costs | 55,927 | 68,202 |
| Other pension costs | 11,017 | 15,900 |
| | 789,026 | 849,448 |

There were no employees whose annual remuneration was more than £60,000.

**Remuneration of key management personnel**

The remuneration of key management personnel was as follows:

| | 2024 £ | 2023 £ |
|---|---|---|
| Aggregate compensation | 79,966 | 82,870 |

## 13 Other

| | Total Unrestricted funds general 2024 £ | 2023 £ |
|---|---|---|
| Net loss on disposal of tangible fixed assets | - | 3,086 |
| | - | 3,086 |

## 14 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

## 15 Tangible fixed assets

| | Leasehold improvements | Computers | Total |
|---|---|---|---|
| | £ | £ | £ |
| **Cost** | | | |
| At 1 April 2023 | 21,899 | 14,081 | 35,980 |
| At 31 March 2024 | 21,899 | 14,081 | 35,980 |
| **Depreciation and impairment** | | | |
| At 1 April 2023 | 13,740 | 9,212 | 22,952 |
| Depreciation charged in the year | 4,080 | 3,515 | 7,595 |
| At 31 March 2024 | 17,820 | 12,727 | 30,547 |
| **Carrying amount** | | | |
| At 31 March 2024 | 4,079 | 1,354 | 5,433 |
| At 31 March 2023 | 8,159 | 4,869 | 13,028 |

## 16 Debtors

| | 2024 | 2023 |
|---|---|---|
| **Amounts falling due within one year:** | £ | £ |
| Trade debtors | 66,835 | 55,132 |
| Other debtors | 13,241 | 11,967 |
| Prepayments and accrued income | 48,035 | 10,504 |
| | 128,111 | 77,603 |

## 17 Creditors: amounts falling due within one year

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Other taxation and social security | 12,687 | 385 |
| Trade creditors | 999 | 1,732 |
| Other creditors | - | 2,785 |
| Accruals and deferred income | 11,235 | 27,098 |
| | 24,921 | 32,000 |

## 18 Retirement benefit schemes

| Defined contribution schemes | 2024 £ | 2023 £ |
|---|---|---|
| Charge to profit or loss in respect of defined contribution schemes | 11,017 | 15,900 |

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

## 19 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

| | At 1 April 2023 £ | Incoming resources £ | Resources expended £ | Transfers £ | At 31 March 2024 £ |
|---|---|---|---|---|---|
| Fuel Poverty Project | 1,500 | 151,322 | (139,190) | (11,234) | 2,398 |
| Food and Furniture Store | - | 9,084 | (6,482) | - | 2,602 |
| Money Advice Outreach Program | 2,091 | 72,978 | (91,855) | 16,786 | - |
| Building Better Opportunities | 104,877 | 73,548 | (167,401) | (11,024) | - |
| Multiply | - | 166,250 | (102,677) | (43,573) | 20,000 |
| UK SPF | (8,851) | 41,288 | (29,254) | - | 3,183 |
| Renewal Trust | - | 15,025 | (19,152) | 4,127 | - |
| Ind-Age | 10,000 | 30,000 | (30,000) | (10,000) | - |
| | 109,617 | 559,495 | (586,011) | (54,918) | 28,183 |

| Previous year: | At 1 April 2022 £ | Incoming resources £ | Resources expended £ | Transfers £ | At 31 March 2023 £ |
|---|---|---|---|---|---|
| Fuel Poverty Project | 21,375 | 124,702 | (112,532) | (32,045) | 1,500 |
| Food and Furniture Store | - | 2,010 | (3,270) | 1,260 | - |
| Money Advice Outreach Program | 2,790 | 102,015 | (102,714) | - | 2,091 |
| Building Better Opportunities | 25,009 | 967,619 | (846,263) | (41,488) | 104,877 |
| UK SPF | - | 3,875 | (12,726) | - | (8,851) |
| Renewal Trust | - | 29,250 | (18,415) | (10,835) | - |
| Newstart | - | 13,807 | (11,837) | (1,970) | - |
| Ind-Age | - | 10,000 | - | - | 10,000 |
| Energy Saving | - | 71,850 | (63,300) | (8,550) | - |
| | 49,174 | 1,325,128 | (1,171,057) | (93,628) | 109,617 |

**19 Restricted funds** **(Continued)**

**Transfers:**

| | |
|---|---|
| Fuel Poverty Project | £11,234 transferred to unrestricted funds to cover overheads, printing and travel. |
| Building Better Opportunities | £11,024 transferred to unrestricted funds to cover overheads. |
| Multiply | £43,573 transferred to unrestricted funds to cover overheads. |
| Other restricted funds | £10,000 transferred to unrestricted funds to cover overheads and salaries as per funding requirements. |
| Other restricted funds | £20,913 transferred from unrestricted funds to cover expenditure in excess of restricted income. |

**Purposes of Restricted Funds**

| | |
|---|---|
| Fuel Poverty Project | Funding from British Gas Energy Trust to tackle fuel debt and provide energy efficiency advice. |
| Food and Furniture Store | Funding from numerous donors to provide food parcels for people in crisis and essential furniture. |
| Money Advice Outreach Program | Funding from Money Advice Service to provide debt advice. |
| Building Better Opportunities | Funding from Big Lottery fund and European Structural Investment Fund to provide a financial inclusion project across the D2N2 area. |
| UKSPF | Funding from UKSPF for community development by supporting Nottingham City residents & businesses. |
| Multiply | Funding from UKSPF to offer one-to-one support to city residents to help manage household budgets |
| Renewal Trust | Funding from The Renewal Trust to tackle the number of people in Nottingham experiencing problem debt. |
| Ind-Age | Funding from Independent Age to assist and provide relief to older people in need. |
| Newstart | Funding from Newstart to support creation of employment opportunities. |
| Energy Saving | Funding from Energy Saving Trust to assist households by providing vouchers in line with the energy redress voucher fund. |

## 20 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

| | At 1 April 2023 | Incoming resources | Resources expended | Transfers | At 31 March 2024 |
|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ |
| General funds | 209,703 | 560,725 | (515,928) | 54,918 | 309,418 |

| Previous year: | At 1 April 2022 | Incoming resources | Resources expended | Transfers | At 31 March 2023 |
|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ |
| General funds | 165,186 | 453,675 | (502,786) | 93,628 | 209,703 |

## 21 Analysis of net assets between funds

| | Unrestricted funds 2024 | Restricted funds 2024 | Total 2024 |
|---|---|---|---|
| | £ | £ | £ |
| **At 31 March 2024:** | | | |
| Tangible assets | 5,433 | - | 5,433 |
| Current assets/(liabilities) | 303,985 | 28,183 | 332,168 |
| | 309,418 | 28,183 | 337,601 |

| | Unrestricted funds 2023 | Restricted funds 2023 | Total 2023 |
|---|---|---|---|
| | £ | £ | £ |
| **At 31 March 2023:** | | | |
| Tangible assets | 13,028 | - | 13,028 |
| Current assets/(liabilities) | 196,675 | 109,617 | 306,292 |
| | 209,703 | 109,617 | 319,320 |

## 22 Related party transactions

Throughout the year, the following trustees of St Anns Advice Group have also been directors of Chase NC Limited, a company limited by guarantee (company number 06934839) and registered charity (charity number 1137591), which operates The Neighbourhood Community Centre, Robin Hood Chase, St Anns, Nottingham:

- Mr Grant Everitt
- Ms Monica Lindsay
- Rev Anthony Giles
- Mr Trevor Farmer
- Mr Robert Bird
- Ms Sheila Jones
- Ms Folasade Abiodun Sowunmi

The charity pays an arm's length rental of £11,856 (2023: £11,856) per annum and service charges of £4,876 (2023: £4,876) per annum to Chase NC Limited. At 31 March 2024 £1,732 (2023: £1,732) was owed to Chase NC Limited.

The charity recharges half of the Charity insurance cost incurred each year £2,929 (2023: £2,042) to Chase NC Limited. This year it also recharged £15,000 (2023: £15,000) in relation to salary. At 31 March 2024 £8,715 (2023: £22,734) was owed from Chase NC Limited.

The charity provided a loan to Chase NC Limited to refurbish the kitchen, wages and other expenses. The amount outstanding at the year-end was £11,967 (2023: £11,966). The loan is interest-free and is repayable on demand.

## 23 Cash generated from operations

| | 2024<br>£ | 2023<br>£ |
|---|---|---|
| Surplus for the year | 18,281 | 104,960 |
| Adjustments for: | | |
| (Gain)/loss on disposal of tangible fixed assets | - | 3,086 |
| Depreciation and impairment of tangible fixed assets | 7,595 | 7,600 |
| Movements in working capital: | | |
| (Increase) in debtors | (50,508) | (45,292) |
| (Decrease) in creditors | (7,079) | (11,154) |
| **Cash (absorbed by)/generated from operations** | (31,711) | 59,200 |

## 24 Analysis of changes in net funds

The charity had no material debt during the year.

**ST ANNS ADVICE GROUP**

England & Wales - Charity number 1163512

# Accounts

Charity registration number 1163512

# ST ANNS ADVICE GROUP

## ANNUAL REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 MARCH 2023

# ST ANNS ADVICE GROUP

## LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|---|---|---|
| **Trustees** | Mr R Bird<br>Ms S Jones<br>Mr T Farmer<br>Ms J Drury<br>Rev A Giles<br>Ms M Lindsay<br>Mr G Everitt<br>Ms F Shalom | <br><br><br><br><br><br><br>(Appointed 18 August 2022) |
| **Charity number** | 1163512 | |
| **Principal address** | Chase Neighbourhood Centre<br>Robin Hood Chase<br>St Anns<br>Nottingham<br>NG3 4EZ | |
| **Auditor** | HSKSG Audit<br>3rd Floor<br>Butt Dyke House<br>33 Park Row<br>Nottingham<br>NG1 6EE | |
| **Bankers** | Unity Trust Bank PLC<br>4 Brindley Place<br>Birmingham<br>B1 2JB | |

# ST ANNS ADVICE GROUP

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# ST ANNS ADVICE GROUP

## TRUSTEES' REPORT

## *FOR THE YEAR ENDED 31 MARCH 2023*

The trustees present their annual report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

**Objectives and activities**

The centre's objectives and principal activities are to promote any charitable purpose for the benefit of the inhabitants of St Ann's, Nottingham City and surrounding areas, in particular through the provision of an advice and information service for persons who are in need of such services. The aim is to provide a high quality, easily accessible service in the areas of welfare benefits, debt, housing, employment and generalist advice. We also offer representation at DWP appeals and employment tribunals and more generally support and help service users to understand complex forms and regulations.

We review our aims, objectives and activities each year. The review looks at the success of each key activity and the benefits they have brought. The review also helps us ensure our objectives and activities remain focused on our stated purposes.

We confirm that St Anns Advice Group meets the definition of a public benefit entity. We have referred to the guidance contained within the Charity Commission's guidance on public benefit when reviewing our aims and objectives and in planning our future activities, in particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

**Achievements and performance**

This period the Advice Group continued to provide advice on debt and benefits resulting in 3839 opened full cases, managed over £1.5 million pounds worth of debts and made total gains for local people of just over £2.25 million pounds.

These figures reflect a committed staff team that have provided support and advice throughout 2022/23. We continue to run several projects with the core service of welfare benefits and debt advice.

We have a solid reputation as deliverers and influencers. We are based at the Neighbourhood Centre in St Anns and approx. 50% of our clients are from this area. However, we do outreach in parts of area 6 and across the city. Our Money Advice project can work with people across the East Midlands and the BBO Money Sorted project covered the D2N2 area, Derby city, Derbyshire, Nottingham city and Nottinghamshire. Sadly, this project will end in 2023 as it is partly funded through European monies.

Referrals to the centre are regularly received from the Nottingham City Homes, Nottingham City Council, housing associations, health workers, local councillors, and children's centres.

As in previous years, most enquiries received in 2022/23 were about Department of Work and Pensions welfare benefits, Universal Credit and priority and non-priority debts. Other areas in which people were assisted include housing, homelessness, multiple debt advice, bailiffs, health, employment, water, and fuel. An ever-increasing number of clients who come to the advice centre have priority debt problems and face crisis. We also distributed the household support fund held by the city council and provided supermarket vouchers and took applications for energy vouchers from residents.

We were successful in gaining additional funding to support clients with energy vouchers if they were struggling to put money on their pre-payment meters,

**Debt advice service and the Money Advice Service**
The Money Advice Service, The Renewal Trust and Nottingham City Homes fund our debt work. The projects reduce the level of rent and council tax arrears and other priority and non-priority debts within the city.

We have assisted clients with budget plans and income maximisation including applications for housing benefit, discretionary housing payments, tax credits, and personal independent payments. The team apply to various trust funds and small charities for funds to assist clients with essential furniture and white goods.

**Appeals**
Appeals in 2022/23 the centre continues to represent people at various appeal tribunals for Personal Independent Payments, disability living allowance, employment support allowance and industrial injuries benefit. Where we were successful in these appeals clients received back payments of benefit or compensation. In addition, many of these clients will have also gained increases in their weekly benefit entitlement.

**Sneinton and general advice work**
We have resumed our outreach sessions in Sneinton. Most of this work is funded through the Nottingham City Council contract that was awarded to the Advice Nottingham consortium with the Citizens Advice Nottinghamshire bureau as the lead organisation. This contract was extended through a grant-based payment for 2022/23.

**St Ann's and Sneinton food and furniture store**
Our independent food and furniture store was opened in December 2012 and has continued to feed vulnerable people who are experiencing hardship typically having no income. We have closed the furniture project and are using the extra space to store food. We provided 30 Christmas hampers for clients, who were on the food bank books, with fresh food and presents for family members.

**Building better opportunities (BBO)**
Money sorted in D2N2 is funded as part of the Building Better Opportunities programme in D2N2. The project is funded by the European Social Fund and The National Lottery Community Fund. We are part of the Peoples First Alliance' with Framework (delivers on Opportunity and Change) and Groundwork (delivers on Towards Work). The secured extension will fund this project until June 2023 with actual delivery ending at the end of this financial year, March 2023.

Money sorted in Derby city, Derbyshire, Nottingham city and Nottinghamshire (D2N2), was about excluded people. It offered a six months programme of person-centred support and a range of bespoke interventions designed to enable people experiencing financial crisis and financial hardship to take control, build confidence, tackle their problems and move out of poverty and exclusion.

Personal financial resilience plans developed between participants and our personal navigators put people in control. They identify and tackle obstacles and challenges to engagement and achievement. They focus on goals, aspirations, and ambitions, enabling participants to progress along a pathway to financial inclusion and paid employment.

The partnership brought together large and small local providers with a wide range of expertise and experience of working with diverse and vulnerable communities across D2N2. It reached individuals, families and communities stretching across these two major city centres, larger towns, rural towns, and villages with the D2N2 area. The money sorted partnership in D2N2 also includes the four leading local authorities as key strategic delivery partners.

**Fuel efficiency and debt project**
We continue to run the Fuel efficiency and debt project funded by the British Gas Energy Trust. Advisors can provide a holistic service to clients providing advice on maximising incomes and reducing debts as well managing or writing off energy debt and support them with energy efficiency savings in the home. We sub-contract three part time posts to Bestwood Advice Centre, Meadows Advice Centre and Nottingham Law Centre in order to cover both north, centre and south of the city. We have funding to issue energy vouchers to those citizens that are struggling to heat their homes.

**Family Mentoring Service**
Framework Housing Association continue to fund a dedicated welfare benefits advisor that supports the families they engage with.

**Independent Age**
Fund a dedicated advisor to work with the older community and encourage benefit take up.

**Nottingham City East PCN**
Fund an advice worker to work alongside their Social Prescribers in Area 6.

**Well for Work**
Funded through FUTURES we can provide one to one support and advice for those clients who want help to move closer to the labour market.

**Financial review**
With limited reserves and medium to long term funding always a challenge to obtain, it continues to be difficult to plan and develop services. Total income for the year was £1,778,803 (2022: £1,626,200) and total expenditure was £1,673,843 (2022: £1,632,727) resulting in a surplus for the year of £104,960. This is compared to a deficit of £6,527 in the previous year. At the year end, the funds of the charity were £319,320 which is represented by £109,617 of restricted funds and £209,703 of unrestricted funds.

**Reserves policy**
The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be two months of the total resources expended (£278,974 based on these financial statements). At this level, the board feel that they would be able to continue the current activities of the charity in the event of a significant drop in income. At present there are free reserves of £196,675. The trustees plan to increase the level of the free reserves of the charity in the future to achieve the level outlined in the policy.

**Structure, governance and management**
The charity is a Charitable Incorporated Organisation, registered in England & Wales.

The trustees who served during the year and up to the date of signature of the financial statements were:
Mr R Bird
Ms S Jones
Mr T Farmer
Ms J Drury
Rev A Giles
Ms M Lindsay
Mr G Everitt
Ms F Shalom (Appointed 18 August 2022)

**Management Committee**

Ms Coleen Francis

**Key Management Team**

| | |
|---|---|
| Ms Debbie Webster | Manager |
| Sally Marshall | Supervisor |

The trustees' report was approved by the Board of Trustees.

.....

Rev A Giles
**Trustee**

Date: 26.10.23

# ST ANNS ADVICE GROUP

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

### *FOR THE YEAR ENDED 31 MARCH 2023*

The trustees 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

- select suitable accounting policies and then apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# ST ANNS ADVICE GROUP

## INDEPENDENT AUDITOR'S REPORT

## TO THE TRUSTEES OF ST ANNS ADVICE GROUP

### Opinion

We have audited the financial statements of St Anns Advice Group (the 'charity') for the year ended 31 March 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

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

### Other information

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

We have nothing to report in this regard.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

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

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We considered the nature of the charity's business and its control environment. We also enquired of management about their identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework in which the charity operates and identified key laws and regulations that:

- Had a direct effect on the determination of material amounts and disclosures in the financial statements, which included the Charities Act 2011, tax legislation and payroll legislation; and

- Did not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate.

We discussed among the audit engagement team the opportunities and incentives that may exist within the organisation for fraud and how / where fraud might occur in the financial statements.

In common with all audits under ISA's (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of accounting adjustments and journal entries, assessed whether accounting estimates were reasonable and accurate and reviewed the accounting records for any significant and unusual transactions.

In addition, our procedures to respond to the risks identified included:
- Reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provision of relevant laws and regulations described as having a direct effect on the financial statements;
- Performing analytical procedures to identify any unusual or unexpected variances that may indicate risks of material misstatement due to fraud;
- Enquiring of management about any instances of non-compliance with laws and regulations and any instances of known or suspected fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)
## TO THE TRUSTEES OF ST ANNS ADVICE GROUP

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

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

HSKSG Audit

27th October 2023

**HSKSG Audit**

**Chartered Accountants**
**Statutory Auditor**

3rd Floor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

# ST ANNS ADVICE GROUP

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

### *FOR THE YEAR ENDED 31 MARCH 2023*

**Current financial year**

| | Notes | Unrestricted funds 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Total 2022 £ |
|---|---|---|---|---|---|
| **Income and endowments from:** | | | | | |
| Donations and legacies | 3 | 70,929 | 2,010 | 72,939 | 38,555 |
| Charitable activities | 4 | 382,446 | 1,323,118 | 1,705,564 | 1,586,580 |
| Other income | 5 | 300 | - | 300 | 1,065 |
| **Total income** | | 453,675 | 1,325,128 | 1,778,803 | 1,626,200 |
| **Expenditure on:** | | | | | |
| Raising funds | 6 | 2,993 | - | 2,993 | - |
| Charitable activities | 7 | 496,707 | 1,171,057 | 1,667,764 | 1,632,727 |
| Other | 12 | 3,086 | - | 3,086 | - |
| **Total expenditure** | | 502,786 | 1,171,057 | 1,673,843 | 1,632,727 |
| **Net (outgoing)/incoming resources before transfers** | | (49,111) | 154,071 | 104,960 | (6,527) |
| Gross transfers between funds | | 93,628 | (93,628) | - | - |
| **Net income/(expenditure) for the year/ Net movement in funds** | | 44,517 | 60,443 | 104,960 | (6,527) |
| Fund balances at 1 April 2022 | | 165,186 | 49,174 | 214,360 | 220,887 |
| **Fund balances at 31 March 2023** | | 209,703 | 109,617 | 319,320 | 214,360 |

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

All income and expenditure derive from continuing activities.

# ST ANNS ADVICE GROUP

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

### *FOR THE YEAR ENDED 31 MARCH 2023*

**Prior financial year**

| | Notes | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|---|---|---|---|---|
| **Income and endowments from:** | | | | |
| Donations and legacies | 3 | 27,176 | 11,379 | 38,555 |
| Charitable activities | 4 | 316,949 | 1,269,631 | 1,586,580 |
| Other income | 5 | 1,065 | - | 1,065 |
| **Total income** | | 345,190 | 1,281,010 | 1,626,200 |
| **Expenditure on:** | | | | |
| Charitable activities | 7 | 450,803 | 1,181,924 | 1,632,727 |
| **Total expenditure** | | 450,803 | 1,181,924 | 1,632,727 |
| **Net (outgoing)/incoming resources before transfers** | | (105,613) | 99,086 | (6,527) |
| Gross transfers between funds | | 99,677 | (99,677) | - |
| **Net income/(expenditure) for the year/ Net movement in funds** | | (5,936) | (591) | (6,527) |
| Fund balances at 1 April 2021 | | 171,122 | 49,765 | 220,887 |
| **Fund balances at 31 March 2022** | | 165,186 | 49,174 | 214,360 |

# ST ANNS ADVICE GROUP

## BALANCE SHEET

### *AS AT 31 MARCH 2023*

| | Notes | 2023 £ | £ | 2022 £ | £ |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Tangible assets | **14** | | 13,028 | | 21,017 |
| **Current assets** | | | | | |
| Debtors | **15** | 77,603 | | 32,311 | |
| Cash at bank and in hand | | 260,689 | | 204,186 | |
| | | 338,292 | | 236,497 | |
| **Creditors: amounts falling due within one year** | **16** | (32,000) | | (43,154) | |
| Net current assets | | | 306,292 | | 193,343 |
| **Total assets less current liabilities** | | | 319,320 | | 214,360 |
| **Income funds** | | | | | |
| Restricted funds | **18** | | 109,617 | | 49,174 |
| Unrestricted funds - general | | | 209,703 | | 165,186 |
| | | | 319,320 | | 214,360 |

The financial statements were approved by the Trustees on 26/10/23

.....
Rev A Giles
**Trustee**

.....
Ms F Shalom
**Trustee**

# ST ANNS ADVICE GROUP

## STATEMENT OF CASH FLOWS

### *FOR THE YEAR ENDED 31 MARCH 2023*

| | Notes | 2023 £ | 2023 £ | 2022 £ | 2022 £ |
|---|---|---|---|---|---|
| **Cash flows from operating activities** | | | | | |
| Cash generated from operations | **21** | | 59,200 | | 19,043 |
| **Investing activities** | | | | | |
| Purchase of tangible fixed assets | | (2,697) | | - | |
| **Net cash used in investing activities** | | | (2,697) | | - |
| **Net cash used in financing activities** | | | - | | - |
| **Net increase in cash and cash equivalents** | | | 56,503 | | 19,043 |
| Cash and cash equivalents at beginning of year | | | 204,186 | | 185,143 |
| **Cash and cash equivalents at end of year** | | | 260,689 | | 204,186 |

## 1 Accounting policies

### Charity information

St Anns Advice Group is a Charitable Incorporated Organisation registered with the Charity Commission in England and Wales.

### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

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

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

### 1.2 Going concern

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

### 1.3 Charitable funds

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

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

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

The charity has not received any material donated goods for its own use. Small items are not recognised in the Statement of Financial Activities.

The monetary value of volunteer services are not recognised in the Statement of Financial Activities.

No amount is included in the financial statements for volunteer time in line with the SORP.

**1 Accounting policies** **(Continued)**

Income from government grants and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on the basis consistent with use of the resources. Overheads have been allocated on a basis of budgeted turnover.

**1.6 Tangible fixed assets**

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

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

| | |
|---|---|
| Leasehold improvements | 20% straight line |
| Computers | 25% straight line |
| Motor vehicles | 25% reducing balance |

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

Furnishings are written off as the expenditure is incurred. Expenditure on equipment and fixtures above £500 is capitalised.

**1.7 Impairment of fixed assets**

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

**1 Accounting policies** **(Continued)**

**1.8 Cash and cash equivalents**

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

**1.9 Financial instruments**

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

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

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

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

***Impairment of financial assets***

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

***Derecognition of financial assets***

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

***Basic financial liabilities***

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

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

**1 Accounting policies** **(Continued)**

***Derecognition of financial liabilities***

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

**1.10 Employee benefits**

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

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**2 Critical accounting estimates and judgements**

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

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

## 3 Donations and legacies

| | Unrestricted funds general 2023 £ | Restricted funds 2023 £ | Total 2023 £ | Unrestricted funds general 2022 £ | Restricted funds 2022 £ | Total 2022 £ |
|---|---|---|---|---|---|---|
| Donations and gifts | 21,141 | 2,010 | 23,151 | 26,219 | 11,379 | 37,598 |
| Grants receivable for core activities | 49,788 | - | 49,788 | 957 | - | 957 |
| | 70,929 | 2,010 | 72,939 | 27,176 | 11,379 | 38,555 |
| **Grants receivable for core activities** | | | | | | |
| Nottingham City Council | 16,300 | - | 16,300 | - | - | - |
| Communities in Crisis Fund | 3,756 | - | 3,756 | - | - | - |
| Mr D Liversidge | 5,000 | - | 5,000 | - | - | - |
| Unite | 1,000 | - | 1,000 | - | - | - |
| Nottingham Community and Voluntary Services | 14,142 | - | 14,142 | - | - | - |
| National Grid | 9,240 | - | 9,240 | - | - | - |
| Other | 350 | - | 350 | 957 | - | 957 |
| | 49,788 | - | 49,788 | 957 | - | 957 |

## 4 Charitable activities

| | Advice services 2023 £ | Advice services 2022 £ |
|---|---|---|
| Performance related grants | 1,705,564 | 1,586,580 |
| **Analysis by fund** | | |
| Unrestricted funds - general | 382,446 | 316,949 |
| Restricted funds | 1,323,118 | 1,269,631 |
| | 1,705,564 | 1,586,580 |
| **Performance related grants** | | |
| The National Lottery Community fund | 967,620 | 977,515 |
| British Gas Energy Trust | 124,702 | 157,196 |
| Citizens Advice Bureau | 203,341 | 203,341 |
| Money Advice Service | 102,015 | 125,479 |
| Framework Housing Association | 40,000 | 40,000 |
| The National Lottery Community Fund (CCLORS) | - | 5,993 |
| Debt Advice Service | 46,300 | 58,300 |
| Energy Saving | 71,850 | - |
| Renewal Trust | 29,250 | - |
| Nottingham City Primary Care Networks | 26,749 | - |
| Other | 93,737 | 18,756 |
| | 1,705,564 | 1,586,580 |

## 5 Other income

| | Unrestricted funds general 2023 £ | Unrestricted funds general 2022 £ |
|---|---|---|
| Other income | 300 | 1,065 |

## 6 Raising funds

| | Unrestricted funds general 2023 £ | Total 2022 £ |
|---|---|---|
| Fundraising and publicity | | |
| Staging fundraising events | 2,993 | - |
| | 2,993 | - |

## 7 Charitable activities

| | Advice services 2023 £ | Advice services 2022 £ |
|---|---|---|
| Staff costs | 825,878 | 665,989 |
| Depreciation and impairment | 7,600 | 7,595 |
| Premises costs | 21,094 | 23,120 |
| Postage and stationery | 17,604 | 17,200 |
| Telephone and fax | 11,551 | 6,681 |
| Legal and Professional fees | 14,485 | 9,053 |
| Insurance and subscriptions | 7,932 | 3,752 |
| Training and conferences | 3,522 | 3,276 |
| Travelling | 2,764 | 1,357 |
| Bank charges | 279 | 292 |
| Publicity and advertising | 12,400 | 6,836 |
| Client costs | 21,146 | 15,791 |
| Motor expenses | 344 | 1,274 |
| IT and software | 47,788 | 44,491 |
| Other costs | 95,503 | 49,964 |
| | 1,089,890 | 856,671 |
| Grant funding of activities (see note 8) | 547,654 | 749,490 |
| Share of governance costs (see note 9) | 30,220 | 26,566 |
| | 1,667,764 | 1,632,727 |
| **Analysis by fund** | | |
| Unrestricted funds - general | 496,707 | 450,803 |
| Restricted funds | 1,171,057 | 1,181,924 |
| | 1,667,764 | 1,632,727 |

## 8 Grants payable

| | Advice services 2023 £ | Advice services 2022 £ |
|---|---|---|
| Grants to institutions: | | |
| Meadows Advice Group | 17,140 | - |
| Direct Help & Advice | 59,377 | 100,085 |
| Derbyshire Dales District Citizens Advice Bureau | 63,830 | 89,742 |
| Derbyshire YMCA | 50,911 | 60,650 |
| South Derbyshire Citizens Advice Bureau | 37,744 | 47,602 |
| Mansfield Citizens Advice Bureau | 67,945 | 117,459 |
| Derbyshire Law Centre | 9,166 | 37,911 |
| Workers Educational Association | 31,147 | 46,335 |
| Services for Empowerment and Advocacy | 52,510 | 18,980 |
| Derby Homes | 24,532 | 35,256 |
| Derbyshire Unemployed Workers Centre | 48,230 | 33,376 |
| Nottinghamshire YMCA | 27,332 | 42,570 |
| Nottingham & Nottinghamshire Refugee Forum | 13,438 | 32,315 |
| Bestwood Advice Centre | 18,766 | 28,950 |
| Nottingham Law Centre | 22,904 | 20,050 |
| Other | 174 | 31,457 |
| | 545,146 | 742,738 |
| Grants to individuals | 2,508 | 6,752 |
| | 547,654 | 749,490 |

## 9 Support costs

| | Support costs £ | Governance costs £ | 2023 £ | 2022 £ |
|---|---|---|---|---|
| Staff costs | - | 23,570 | 23,570 | 18,680 |
| Audit fees | - | 6,650 | 6,650 | 7,886 |
| | - | 30,220 | 30,220 | 26,566 |
| Analysed between | | | | |
| Charitable activities | - | 30,220 | 30,220 | 26,566 |

Governance costs includes payments to the auditors of £6,650 (2022- £7,886) for audit fees.

## 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year. None of the trustees (or any persons connected with them) were reimbursed for any expenses during the period.

## 11 Employees

The average monthly number of employees during the year was:

| | 2023 Number | 2022 Number |
|---|---|---|
| | 32 | 33 |

| Employment costs | 2023 £ | 2022 £ |
|---|---|---|
| Wages and salaries | 765,346 | 624,665 |
| Social security costs | 68,202 | 47,927 |
| Other pension costs | 15,900 | 12,077 |
| | 849,448 | 684,669 |

There were no employees whose annual remuneration was more than £60,000.

## 12 Other

| | Unrestricted funds general 2023 £ | Total 2022 £ |
|---|---|---|
| Net loss on disposal of tangible fixed assets | 3,086 | - |
| | 3,086 | - |

## 13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxationof Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

## 14 Tangible fixed assets

| | Leasehold improvements | Computers | Motor vehicles | Total |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| **Cost** | | | | |
| At 1 April 2022 | 21,899 | 84,782 | 1,275 | 107,956 |
| Additions | - | 2,697 | - | 2,697 |
| Disposals | - | (73,398) | (1,275) | (74,673) |
| At 31 March 2023 | 21,899 | 14,081 | - | 35,980 |
| **Depreciation and impairment** | | | | |
| At 1 April 2022 | 9,660 | 76,199 | 1,080 | 86,939 |
| Depreciation charged in the year | 4,080 | 3,520 | - | 7,600 |
| Eliminated in respect of disposals | - | (70,507) | (1,080) | (71,587) |
| At 31 March 2023 | 13,740 | 9,212 | - | 22,952 |
| **Carrying amount** | | | | |
| At 31 March 2023 | 8,159 | 4,869 | - | 13,028 |
| At 31 March 2022 | 12,239 | 8,583 | 195 | 21,017 |

## 15 Debtors

| | 2023 | 2022 |
|---|---|---|
| **Amounts falling due within one year:** | £ | £ |
| Trade debtors | 55,132 | 7,689 |
| Other debtors | 11,967 | 11,969 |
| Prepayments and accrued income | 10,504 | 12,653 |
| | 77,603 | 32,311 |

## 16 Creditors: amounts falling due within one year

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Other taxation and social security | 385 | 11,068 |
| Trade creditors | 1,732 | 12,549 |
| Other creditors | 2,785 | 2,905 |
| Accruals and deferred income | 27,098 | 16,632 |
| | 32,000 | 43,154 |

## 17 Retirement benefit schemes

**Defined contribution schemes**

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

The charge to profit or loss in respect of defined contribution schemes was £15,900 (2022 - £12,077).

## 18 Restricted funds

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

| | Movement in funds | | | | | Movement in funds | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Balance at 1 April 2021 | Incoming resources | Resources expended | Transfers | Balance at 1 April 2022 | Incoming resources | Resources expended | Transfers | Balance at 31 March 2023 |
| | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Fuel Poverty Project | - | 157,196 | (118,558) | (17,263) | 21,375 | 124,702 | (112,532) | (32,045) | 1,500 |
| Food and Furniture Store | 8,862 | 11,379 | (1,163) | (19,078) | - | 2,010 | (3,270) | 1,260 | - |
| Money Advice Outreach Program | 2,790 | 125,479 | (103,369) | (22,110) | 2,790 | 102,015 | (102,714) | - | 2,091 |
| Building Better Opportunities | 29,114 | 977,515 | (944,853) | (36,767) | 25,009 | 967,619 | (846,263) | (41,488) | 104,877 |
| CCLORS | 6,000 | 5,993 | (9,848) | (2,145) | - | - | - | - | - |
| National Lottery | 2,999 | - | - | (2,999) | - | - | - | - | - |
| Access to Work | - | 3,448 | (4,132) | 684 | - | - | - | - | - |
| Multiply | - | - | - | - | - | - | (8,851) | - | (8,851) |
| UK SPF | - | - | - | - | - | 3,875 | (3,875) | - | - |
| Renewal Trust | - | - | - | - | - | 29,250 | (18,415) | (10,835) | - |
| Newstart | - | - | - | - | - | 13,807 | (11,837) | (1,970) | - |
| Ind-Age | - | - | - | - | - | 10,000 | - | - | 10,000 |
| Energy Saving | - | - | - | - | - | 71,850 | (63,300) | (8,550) | - |
| | 49,765 | 1,281,010 | (1,181,923) | (99,678) | 49,174 | 1,325,128 | (1,171,057) | (93,628) | 109,617 |

**Transfers:**

| | |
|---|---|
| Fuel Poverty Project | £32,045 transferred to unrestricted funds to cover overheads, printing and travel. |
| Building Better Opportunities | £41,488 transferred to unrestricted funds to cover overheads. |
| Other restricted funds | £21,355 transferred to unrestricted funds to cover overheads and salaries as per funding requirements. |
| Other restricted funds | £1,260 transferred from unrestricted funds to cover expenditure in excess of restricted income. |

**18 Restricted funds** **(Continued)**

**Purposes of Restricted Funds**

| | |
|---|---|
| Fuel Poverty Project | Funding from British Gas Energy Trust to tackle fuel debt and provide energy efficiency advice. |
| Food and Furniture Store | Funding from numerous donors to provide food parcels for people in crisis and essential furniture. |
| Money Advice Outreach Program | Funding from Money Advice Service to provide debt advice. |
| Building Better Opportunities | Funding from Big Lottery fund and European Structural Investment Fund to provide a financial inclusion project across the D2N2 area. |
| UKSPF | Funding from UKSPF for community development by supporting Nottingham City residents & businesses. |
| Multiply | Funding from UKSPF to offer one-to-one support to city residents to help manage household budgets |
| Renewal Trust | Funding from The Renewal Trust to tackle the number of people in Nottingham experiencing problem debt. |
| Ind-Age | Funding from Independent Age to assist and provide relief to older people in need. |
| Newstart | Funding from Newstart to support creation of employment opportunities. |
| Energy Saving | Funding from Energy Saving Trust to assist households by providing vouchers in line with the energy redress voucher fund. |

## 19 Analysis of net assets between funds

| | Unrestricted funds 2023 | Restricted funds 2023 | Total 2023 | Unrestricted funds 2022 | Restricted funds 2022 | Total 2022 |
|---|---|---|---|---|---|---|
| | £ | £ | £ | £ | £ | £ |
| Fund balances at 31 March 2023 are represented by: | | | | | | |
| Tangible assets | 13,028 | - | 13,028 | 21,017 | - | 21,017 |
| Current assets/(liabilities) | 196,675 | 109,617 | 306,292 | 144,169 | 49,174 | 193,343 |
| | 209,703 | 109,617 | 319,320 | 165,186 | 49,174 | 214,360 |

## 20 Related party transactions

**Remuneration of key management personnel**

The remuneration of key management personnel is as follows.

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Aggregate compensation | 82,870 | 68,000 |

Throughout the year, the following trustees of St Anns Advice Group have also been directors of Chase NC Limited, a company limited by guarantee (company number 06934839) and registered charity (charity number 1137591), which operates The Neighbourhood Community Centre, Robin Hood Chase, St Anns, Nottingham:

- Mr Grant Everitt
- Ms Monica Lindsay
- Rev Anthony Giles
- Mr Trevor Farmer
- Mr Robert Bird
- Ms Sheila Jones
- Ms Fola Shalom

The charity pays an arm's length rental of £11,856 (2022: £14,820) per annum and service charges of £4,876 (2022: £6,095) per annum to Chase NC Limited. At 31 March 2023 £1,732 (2022: £12,549) was owed to Chase NC Limited.

The charity recharges half of the Charity insurance cost incurred each year £2,042 (2022: £2,042) to Chase NC Limited. This year it also recharged £15,000 in relation to salary. At 31 March 2023 £22,734 (2022: £7,691) was owed from Chase NC Limited.

The charity provided a loan to Chase NC Limited to refurbish the kitchen, wages and other expenses. The amount outstanding at the year-end was £11,966 (2022: £11,966). The loan is interest-free and is repayable on demand.

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2023*

**21 Cash generated from operations**

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Surplus/(deficit) for the year | 104,960 | (6,527) |
| Adjustments for: | | |
| Loss on disposal of tangible fixed assets | 3,086 | - |
| Depreciation and impairment of tangible fixed assets | 7,600 | 7,595 |
| Movements in working capital: | | |
| (Increase)/decrease in debtors | (45,292) | 848 |
| (Decrease)/increase in creditors | (11,154) | 17,127 |
| **Cash generated from operations** | 59,200 | 19,043 |

**22 Analysis of changes in net funds**

The charity had no debt during the year.

**ST ANNS ADVICE GROUP**

England & Wales - Charity number 1163512

# Accounts

Charity registration number 1163512

# ST ANNS ADVICE GROUP

## ANNUAL REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 MARCH 2022

# ST ANNS ADVICE GROUP

## LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|---|---|---|
| **Trustees** | Mr R Bird<br>Ms S Jones<br>Mr T Farmer<br>Ms J Drury<br>Rev A Giles<br>Ms M Lindsay<br>Mr G Everitt<br>Ms F Shalom | <br><br><br><br><br><br><br>(Appointed 18 August 2022) |
| **Charity number** | 1163512 | |
| **Principal address** | Chase Neighbourhood Centre<br>Robin Hood Chase<br>St Anns<br>Nottingham<br>NG3 4EZ | |
| **Auditor** | HSKSG Audit<br>3rd Floor<br>Butt Dyke House<br>33 Park Row<br>Nottingham<br>NG1 6EE | |
| **Bankers** | Unity Trust Bank PLC<br>4 Brindley Place<br>Birmingham<br>B1 2JB | |

# ST ANNS ADVICE GROUP

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# ST ANNS ADVICE GROUP

## TRUSTEES' REPORT

## *FOR THE YEAR ENDED 31 MARCH 2022*

The trustees present their annual report and financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

**Objectives and activities**

The centre's objectives and principal activities are to promote any charitable purpose for the benefit of the inhabitants of St Ann's, Nottingham City and surrounding areas, in particular through the provision of an advice and information service for persons who are in need of such services. The aim is to provide a high quality, easily accessible service in the areas of welfare benefits, debt, housing, employment and generalist advice. We also offer representation at DWP appeals and employment tribunals and more generally support and help service users to understand complex forms and regulations.

We review our aims, objectives and activities each year. The review looks at the success of each key activity and the benefits they have brought. The review also helps us ensure our objectives and activities remain focused on our stated purposes.

We confirm that St Anns Advice Group meets the definition of a public benefit entity. We have referred to the guidance contained within the Charity Commission's guidance on public benefit when reviewing our aims and objectives and in planning our future activities, in particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

**Achievements and performance**

This period the Advice Group continued to provide advice on debt and benefits resulting in 1,685 opened full cases, 3,256 people supported, managed just under £1.5 million pounds worth of debts and made total gains for local people of just over £2.8 million pounds.

These figures are a real tribute to the dedicated staff who have worked tirelessly to ensure this service has remained a constant source of support despite the turbulent times.

Although our base is in St Ann's many of our projects now operate city wide and 2 projects cover the county and 1 across the D2N2 area. Our reputation has spread and generated work in all areas across the conurbation. Referrals to the centre are regularly received from the Nottingham City Homes, Nottingham City Council, housing associations, health workers, local councillors, and children's centres.

As in previous years, most enquiries received in 2021/22 were about Department of Work and Pensions welfare benefits, HMRC tax credits, Universal Credit and priority and non-priority debts. Other areas in which people were assisted include housing, homelessness, multiple debt advice, bailiffs, health, employment, water, and fuel. An ever-increasing number of clients who come to the advice centre have priority debt problems and face crisis.

**Debt advice service and the Money Advice Service**
The Money Advice Service, The Renewal Trust and Nottingham City Homes fund our debt work. The projects reduce the level of rent and council tax arrears and other priority and non-priority debts within the city.

We have assisted clients with budget plans and income maximisation including applications for housing benefit, discretionary housing payments, tax credits, and personal independent payments. We also give information on Credit Union and NCH house insurance. The team apply to various trust funds and small charities for funds to assist clients with essential furniture and white goods.

**Appeals**
Appeals in 2021/22 the centre represented 85 people at various appeal tribunals for Personal Independent Payments, disability living allowance, housing benefit appeals, employment support allowance and industrial injuries benefit. We were successful in over 95% of these appeals which resulted in clients receiving back payments of benefit or compensation. In addition, many of these clients also gained increases in their weekly benefit entitlement.

**Sneinton and general advice work**
We have resumed our outreach sessions in Sneinton. Most of this work is funded through the Nottingham City Council contract that was awarded to the Advice Nottingham consortium with the Nottingham Citizens Advice bureau as the lead organisation. This contract was extended through a grant-based pavment for 2021/22.

**St Ann's and Sneinton food and furniture store**
Our independent food and furniture store was opened in December 2012 and has continued to feed vulnerable people who are experiencing hardship typically having no income.

**Building better opportunities (BBO)**
Money sorted in D2N2 is funded as part of the Building Better Opportunities programme in D2N2. The project is funded by the European Social Fund and The National Lottery Community Fund. We are part of the Peoples First Alliance' with Framework (delivers on Opportunity and Change) and Groundwork (delivers on Towards Work). We have secured an extension to June 2023 at which point the project will end completely.

Money sorted in Derby city, Derbyshire, Nottingham city and Nottinghamshire (D2N2), is about excluded people. It offers a six months programme of person-centred support and a range of bespoke interventions designed to enable people experiencing financial crisis and financial hardship to take control, build confidence, tackle their problems and move out of poverty and exclusion.

Personal financial resilience plans developed between participants and our personal navigators put people in control. They identify and tackle obstacles and challenges to engagement and achievement. They focus on goals, aspirations, and ambitions, enabling participants to progress along a pathway to financial inclusion and paid employment.

The partnership brings together large and small local providers with a wide range of expertise and experience of working with diverse and vulnerable communities across D2N2. It reaches individuals, families and communities stretching across these two major city centres, larger towns, rural towns, and villages with the D2N2 area. The money sorted partnership in D2N2 also includes the four leading local authorities as key strategic delivery partners.

**Fuel efficiency and debt project**
We continue to run the Fuel efficiency and debt project Advisors can provide a holistic service to clients providing advice on maximising incomes and reducing debts as well managing or writing off energy debt and support them with energy efficiency savings in the home. We sub-contract three part time posts to Bestwood Advice Centre, Meadows Advice Centre and Nottingham Law Centre in order to cover both north, centre and south of the city. We have funding to issue energy vouchers to those citizens that are struggling to heat their homes.

**Financial review**
With limited reserves and medium to long term funding always a challenge to obtain, it continues to be difficult to plan and develop services. Total income for the year was £1,626,200 (2021 £1,660,178) and total expenditure was £1,632,727 (2021 £1,586,516) resulting in a deficit for the year of £6,527. This is compared to a surplus of £73,662 in the previous year. At the year end, the funds of the charity were £214,360 which is represented by £49,174 of restricted funds and £165,186 of unrestricted funds.

**Reserves policy**
The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be two months of the total resources expended (£272,121 based on these financial statements). At this level, the board feel that they would be able to continue the current activities of the charity in the event of a significant drop in income. At present there are free reserves of £144,169. The trustees plan to increase the level of the free reserves of the charity in the future to achieve the level outlined in the policy.

**Structure, governance and management**
The charity is a Charitable Incorporated Organisation, registered in England & Wales.

The trustees who served during the year and up to the date of signature of the financial statements were:
Mr R Bird
Ms S Jones
Mr T Farmer
Ms J Drury
Rev A Giles
Ms M Lindsay
Mr G Everitt
Ms F Shalom (Appointed 18 August 2022)

**Management Committee**

Ms Coleen Francis

**Key Management Team**

| | |
|---|---|
| Ms Debbie Webster | Manager |
| Sally Marshall | Supervisor |

The trustees' report was approved by the Board of Trustees.

.....
Rev A Giles
**Trustee**

Date: 30.3.2023

# ST ANNS ADVICE GROUP

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

## *FOR THE YEAR ENDED 31 MARCH 2022*

The trustees 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).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

- select suitable accounting policies and then apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# ST ANNS ADVICE GROUP

## INDEPENDENT AUDITOR'S REPORT

## TO THE TRUSTEES OF ST ANNS ADVICE GROUP

### Opinion

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

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

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

### Other information

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

We have nothing to report in this regard.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

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

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

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

The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We considered the nature of the charity's business and its control environment. We also enquired of management about their identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework in which the charity operates and identified key laws and regulations that:

- Had a direct effect on the determination of material amounts and disclosures in the financial statements, which included the Charities Act 2011, tax legislation and payroll legislation; and

- Did not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate.

We discussed among the audit engagement team the opportunities and incentives that may exist within the organisation for fraud and how / where fraud might occur in the financial statements.

In common with all audits under ISA's (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of accounting adjustments and journal entries, assessed whether accounting estimates were reasonable and accurate and reviewed the accounting records for any significant and unusual transactions.

In addition, our procedures to respond to the risks identified included:
- Reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provision of relevant laws and regulations described as having a direct effect on the financial statements;
- Performing analytical procedures to identify any unusual or unexpected variances that may indicate risks of material misstatement due to fraud;
- Enquiring of management about any instances of non-compliance with laws and regulations and any instances of known or suspected fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

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

**Use of our report**

This report is made solely to the charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

HSKSG Audit

**Philip Handley FCA (Senior Statutory Auditor)**
**for and on behalf of HSKSG Audit**

30TH MARCH 2023

**Chartered Accountants**
**Statutory Auditor**

3rd Floor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

# ST ANNS ADVICE GROUP

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

### *FOR THE YEAR ENDED 31 MARCH 2022*

**Current financial year**

| | Notes | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ | Total 2021 £ |
|---|---|---|---|---|---|
| **Income and endowments from:** | | | | | |
| Donations and legacies | 3 | 27,176 | 11,379 | 38,555 | 56,778 |
| Charitable activities | 4 | 316,949 | 1,269,631 | 1,586,580 | 1,602,309 |
| Investments | 5 | - | - | - | 107 |
| Other income | 6 | 1,065 | - | 1,065 | 984 |
| **Total income** | | 345,190 | 1,281,010 | 1,626,200 | 1,660,178 |
| **Expenditure on:** | | | | | |
| Charitable activities | 7 | 450,803 | 1,181,924 | 1,632,727 | 1,586,516 |
| **Net (outgoing)/incoming resources before transfers** | | (105,613) | 99,086 | (6,527) | 73,662 |
| Gross transfers between funds | | 99,677 | (99,677) | - | - |
| **Net (expenditure)/income for the year/ Net movement in funds** | | (5,936) | (591) | (6,527) | 73,662 |
| Fund balances at 1 April 2021 | | 171,122 | 49,765 | 220,887 | 147,225 |
| **Fund balances at 31 March 2022** | | 165,186 | 49,174 | 214,360 | 220,887 |

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

All income and expenditure derive from continuing activities.

# ST ANNS ADVICE GROUP

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

### *FOR THE YEAR ENDED 31 MARCH 2022*

**Prior financial year**

| | Notes | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total 2021 £ |
|---|---|---|---|---|
| **Income and endowments from:** | | | | |
| Donations and legacies | 3 | 47,641 | 9,137 | 56,778 |
| Charitable activities | 4 | 304,472 | 1,297,837 | 1,602,309 |
| Investments | 5 | 107 | - | 107 |
| Other income | 6 | 984 | - | 984 |
| **Total income** | | 353,204 | 1,306,974 | 1,660,178 |
| **Expenditure on:** | | | | |
| Charitable activities | 7 | 348,143 | 1,238,373 | 1,586,516 |
| **Net (outgoing)/incoming resources before transfers** | | 5,061 | 68,601 | 73,662 |
| Gross transfers between funds | | 93,731 | (93,731) | - |
| **Net (expenditure)/income for the year/ Net movement in funds** | | 98,792 | (25,130) | 73,662 |
| Fund balances at 1 April 2020 | | 72,330 | 74,895 | 147,225 |
| **Fund balances at 31 March 2021** | | 171,122 | 49,765 | 220,887 |

# ST ANNS ADVICE GROUP

## BALANCE SHEET

### *AS AT 31 MARCH 2022*

| | Notes | 2022 £ | £ | 2021 £ | £ |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Tangible assets | 12 | | 21,017 | | 28,612 |
| **Current assets** | | | | | |
| Debtors | 13 | 32,311 | | 33,159 | |
| Cash at bank and in hand | | 204,186 | | 185,143 | |
| | | 236,497 | | 218,302 | |
| **Creditors: amounts falling due within one year** | 14 | (43,154) | | (26,027) | |
| Net current assets | | | 193,343 | | 192,275 |
| **Total assets less current liabilities** | | | 214,360 | | 220,887 |
| **Income funds** | | | | | |
| Restricted funds | 15 | | 49,174 | | 49,765 |
| Unrestricted funds - general | | | 165,186 | | 171,122 |
| | | | 214,360 | | 220,887 |

The financial statements were approved by the Trustees on 30-3-2023

Rev A Giles
**Trustee**

Ms F Shalom
**Trustee**

# ST ANNS ADVICE GROUP

## STATEMENT OF CASH FLOWS

## *FOR THE YEAR ENDED 31 MARCH 2022*

| | Notes | 2022 £ | £ | 2021 £ | £ |
|---|---|---|---|---|---|
| **Cash flows from operating activities** | | | | | |
| Cash generated from operations | **18** | | 19,043 | | 88,418 |
| **Investing activities** | | | | | |
| Purchase of tangible fixed assets | | - | | (32,587) | |
| Investment income received | | - | | 107 | |
| **Net cash used in investing activities** | | | - | | (32,480) |
| **Net cash used in financing activities** | | | - | | - |
| **Net increase in cash and cash equivalents** | | | 19,043 | | 55,938 |
| Cash and cash equivalents at beginning of year | | | 185,143 | | 129,205 |
| **Cash and cash equivalents at end of year** | | | 204,186 | | 185,143 |

## 1 Accounting policies

**Charity information**

St Anns Advice Group is a Charitable Incorporated Organisation registered with the Charity Commission in England and Wales.

### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

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

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

### 1.2 Going concern

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

### 1.3 Charitable funds

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

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

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

The charity has not received any material donated goods for its own use. Small items are not recognised in the Statement of Financial Activities.

The monetary value of volunteer services are not recognised in the Statement of Financial Activities.

No amount is included in the financial statements for volunteer time in line with the SORP.

**1 Accounting policies** **(Continued)**

Income from government grants and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on the basis consistent with use of the resources. Overheads have been allocated on a basis of budgeted turnover.

**1.6 Tangible fixed assets**

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

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

| | |
|---|---|
| Leasehold improvements | 20% straight line |
| Computers | 25% straight line |
| Motor vehicles | 25% reducing balance |

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

Furnishings are written off as the expenditure is incurred. Expenditure on equipment and fixtures above £500 is capitalised.

**1.7 Impairment of fixed assets**

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

1 **Accounting policies** **(Continued)**

**1.8 Cash and cash equivalents**

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

**1.9 Financial instruments**

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

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

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

***Basic financial assets***

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

***Impairment of financial assets***

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

***Derecognition of financial assets***

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charity transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

***Basic financial liabilities***

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

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

1 **Accounting policies** **(Continued)**

***Derecognition of financial liabilities***

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

**1.10 Employee benefits**

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

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

**1.11 Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

**2 Critical accounting estimates and judgements**

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

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

**3 Donations and legacies**

| | **Unrestricted funds general 2022** | **Restricted funds 2022** | **Total 2022** | Unrestricted funds general 2021 | Restricted funds 2021 | Total 2021 |
|---|---|---|---|---|---|---|
| | **£** | **£** | **£** | £ | £ | £ |
| Donations and gifts | 26,219 | 11,379 | 37,598 | 47,141 | 9,137 | 56,278 |
| Grants receivable for core activities | 957 | - | 957 | 500 | - | 500 |
| | 27,176 | 11,379 | 38,555 | 47,641 | 9,137 | 56,778 |
| **Grants receivable for core activities** | | | | | | |
| Nottinghamshire County Council | - | - | - | 500 | - | 500 |
| Other | 957 | - | 957 | - | - | - |
| | 957 | - | 957 | 500 | - | 500 |

## 4 Charitable activities

| | Advice services 2022 £ | Advice services 2021 £ |
|---|---|---|
| Sales within charitable activities | - | 498 |
| Performance related grants | 1,586,580 | 1,601,811 |
| | 1,586,580 | 1,602,309 |
| Analysis by fund | | |
| Unrestricted funds - general | 316,949 | 304,472 |
| Restricted funds | 1,269,631 | 1,297,837 |
| | 1,586,580 | 1,602,309 |
| **Performance related grants** | | |
| The National Lottery Community fund | 977,515 | 953,726 |
| British Gas Energy Trust | 157,196 | 105,835 |
| Citizens Advice Bureau | 203,341 | 203,341 |
| Money Advice Service | 125,479 | 104,588 |
| Framework Housing Association | 40,000 | 40,288 |
| The National Lottery Community Fund (CCLORS) | 5,993 | 71,446 |
| Debt Advice Service | 58,300 | 58,300 |
| Henry Smith Charity | - | 64,287 |
| Other | 18,756 | - |
| | 1,586,580 | 1,601,811 |

## 5 Investments

| | Total 2022 £ | Unrestricted funds general 2021 £ |
|---|---|---|
| Interest receivable | - | 107 |

## 6 Other income

| | Unrestricted funds general 2022 £ | Unrestricted funds general 2021 £ |
|---|---|---|
| Other income | 1,065 | 984 |

## 7 Charitable activities

| | Advice services 2022 £ | Advice services 2021 £ |
|---|---|---|
| Staff costs | 665,989 | 669,102 |
| Depreciation and impairment | 7,595 | 18,963 |
| Premises costs | 23,120 | 21,910 |
| Postage and stationery | 17,200 | 15,614 |
| Telephone and fax | 6,681 | 7,914 |
| Legal and Professional fees | 9,053 | 7,929 |
| Insurance and subscriptions | 3,752 | 5,843 |
| Training and conferences | 3,276 | 1,393 |
| Travelling | 1,357 | 263 |
| Bank charges | 292 | 374 |
| Publicity and advertising | 6,836 | 5,673 |
| Client costs | 15,791 | 20,130 |
| Motor expenses | 1,274 | 1,060 |
| IT and software | 44,491 | 20,465 |
| Other costs | 49,964 | 52,164 |
| | 856,671 | 848,797 |
| Grant funding of activities (see note 8) | 749,490 | 712,662 |
| Share of governance costs (see note 9) | 26,566 | 25,057 |
| | 1,632,727 | 1,586,516 |
| **Analysis by fund** | | |
| Unrestricted funds - general | 450,803 | 348,143 |
| Restricted funds | 1,181,924 | 1,238,373 |
| | 1,632,727 | 1,586,516 |

## 8 Grants payable

| | Advice services 2022 £ | Advice services 2021 £ |
|---|---|---|
| Grants to institutions: | | |
| Direct Help & Advice | 100,085 | 97,008 |
| Derbyshire Dales District Citizens Advice Bureau | 89,742 | 88,817 |
| Derbyshire YMCA | 60,650 | 64,543 |
| South Derbyshire Citizens Advice Bureau | 47,602 | 60,997 |
| Mansfield Citizens Advice Bureau | 117,459 | 56,292 |
| Derbyshire Law Centre | 37,911 | 51,499 |
| Workers Educational Association | 46,335 | 42,948 |
| Services for Empowerment and Advocacy | 18,980 | 38,804 |
| Derby Homes | 35,256 | 38,628 |
| Derbyshire Unemployed Workers Centre | 33,376 | 33,716 |
| Nottinghamshire YMCA | 42,570 | 32,722 |
| Nottingham & Nottinghamshire Refugee Forum | 32,315 | 31,954 |
| Bestwood Advice Centre | 28,950 | 21,750 |
| Nottingham Law Centre | 20,050 | 14,240 |
| Other | 31,457 | 36,521 |
| | 742,738 | 710,439 |
| Grants to individuals | 6,752 | 2,223 |
| | 749,490 | 712,662 |

## 9 Support costs

| | Support costs £ | Governance costs £ | 2022 £ | 2021 £ |
|---|---|---|---|---|
| Staff costs | - | 18,680 | 18,680 | 18,757 |
| Audit fees | - | 7,886 | 7,886 | 6,300 |
| | - | 26,566 | 26,566 | 25,057 |
| Analysed between | | | | |
| Charitable activities | - | 26,566 | 26,566 | 25,057 |

Governance costs includes payments to the auditors of £7,886 (2021- £6,300) for audit fees.

## 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.
None of the trustees (or any persons connected with them) were reimbursed for any expenses during the period.

## 11 Employees

The average monthly number of employees during the year was:

| | 2022 Number | 2021 Number |
|---|---|---|
| | 33 | 32 |

| Employment costs | 2022 £ | 2021 £ |
|---|---|---|
| Wages and salaries | 624,665 | 624,461 |
| Social security costs | 47,927 | 50,971 |
| Other pension costs | 12,077 | 12,427 |
| | 684,669 | 687,859 |

There were no employees whose annual remuneration was more than £60,000.

## 12 Tangible fixed assets

| | Leasehold improvements | Computers | Motor vehicles | Total |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| **Cost** | | | | |
| At 1 April 2021 | 21,899 | 84,782 | 1,275 | 107,956 |
| At 31 March 2022 | 21,899 | 84,782 | 1,275 | 107,956 |
| **Depreciation and impairment** | | | | |
| At 1 April 2021 | 5,580 | 72,749 | 1,015 | 79,344 |
| Depreciation charged in the year | 4,080 | 3,450 | 65 | 7,595 |
| At 31 March 2022 | 9,660 | 76,199 | 1,080 | 86,939 |
| **Carrying amount** | | | | |
| At 31 March 2022 | 12,239 | 8,583 | 195 | 21,017 |
| At 31 March 2021 | 16,319 | 12,033 | 260 | 28,612 |

## 13 Debtors

| Amounts falling due within one year: | 2022 £ | 2021 £ |
|---|---|---|
| Trade debtors | 7,689 | - |
| Other debtors | 11,969 | 17,586 |
| Prepayments and accrued income | 12,653 | 15,573 |
| | 32,311 | 33,159 |

## 14 Creditors: amounts falling due within one year

| | 2022 £ | 2021 £ |
|---|---|---|
| Other taxation and social security | 11,068 | 10,167 |
| Trade creditors | 12,549 | - |
| Other creditors | 2,905 | 3,373 |
| Accruals and deferred income | 16,632 | 12,487 |
| | 43,154 | 26,027 |

## 15 Restricted funds

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

| | Movement in funds | | | | | Movement in funds | | | |
|---|---|---|---|---|---|---|---|---|---|
| | Balance at 1 April 2020 | Incoming resources | Resources expended | Transfers | Balance at 1 April 2021 | Incoming resources | Resources expended | Transfers | Balance at 31 March 2022 |
| | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Fuel Poverty Project | 36,780 | 105,385 | (128,145) | (14,020) | - | 157,196 | (118,558) | (17,263) | 21,375 |
| Food and Furniture Store | 2,118 | 28,233 | (21,489) | - | 8,862 | 11,379 | (1,163) | (19,078) | - |
| Money Advice Outreach Program | 3,476 | 104,588 | (81,106) | (24,168) | 2,790 | 125,479 | (103,369) | (22,110) | 2,790 |
| Building Better Opportunities | 32,146 | 953,726 | (921,357) | (35,401) | 29,114 | 977,515 | (944,853) | (36,767) | 25,009 |
| Financial Resilience Project | 375 | 8,210 | (8,585) | - | - | - | - | - | - |
| CCLORS | - | 71,446 | (55,058) | (10,388) | 6,000 | 5,993 | (9,848) | (2,145) | - |
| National Lottery | - | 31,701 | (18,946) | (9,755) | 2,999 | - | - | (2,999) | - |
| Access to Work | - | - | - | - | - | 3,448 | (4,132) | 684 | - |
| Other restricted funds | - | 3,685 | (3,687) | 1 | - | - | - | - | - |
| | 74,895 | 1,306,974 | (1,238,373) | (93,731) | 49,765 | 1,281,010 | (1,181,923) | (99,678) | 49,174 |

**Transfers:**

| | |
|---|---|
| Fuel Poverty Project | £17,263 transferred to unrestricted funds to cover overpayment. |
| Money Advice Outreach Program | £22,110 transferred to unrestricted funds to cover overpayment. |
| Building Better Opportunities | £36,767 transferred to unrestricted funds to cover overpayment. |
| Other restricted funds | £24,222 transferred to unrestricted funds to cover overheads and salaries as per funding requirements. |
| Other restricted funds | £684 transferred from unrestricted funds to cover expenditure in excess of restricted income. |

**15 Restricted funds** **(Continued)**

**Purposes of Restricted Funds**

| | |
|---|---|
| Fuel Poverty Project | Funding from British Gas Energy Trust to tackle fuel debt and provide energy efficiency advice. |
| Food and Furniture Store | Funding from numerous donors to provide food parcels for people in crisis and essential furniture. |
| Smalls Steps Big Changes | Funding from Framework Mentoring Service to support community development in St Anns. |
| Money Advice Outreach Program | Funding from Money Advice Service to provide debt advice. |
| Building Better Opportunities | Funding from Big Lottery fund and European Structural Investment Fund to provide a financial inclusion project across the D2N2 area. |

**16 Analysis of net assets between funds**

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total 2022 £ | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total 2021 £ |
|---|---|---|---|---|---|---|
| Fund balances at 31 March 2022 are represented by: | | | | | | |
| Tangible assets | 21,017 | - | 21,017 | 28,612 | - | 28,612 |
| Current assets/(liabilities) | 144,169 | 49,174 | 193,343 | 142,510 | 49,765 | 192,275 |
| | 165,186 | 49,174 | 214,360 | 171,122 | 49,765 | 220,887 |

**17 Related party transactions**

**Remuneration of key management personnel**

The remuneration of key management personnel is as follows.

| | 2022 £ | 2021 £ |
|---|---|---|
| Aggregate compensation | 68,000 | 68,290 |

Throughout the year, the following trustees of St Anns Advice Group have also been directors of Chase NC Limited, a company limited by guarantee (company number 06934839) and registered charity (charity number 1137591), which operates The Neighbourhood Community Centre, Robin Hood Chase, St Anns, Nottingham:

- Mr Grant Everitt
- Ms Monica Lindsay
- Rev Anthony Giles
- Mr Trevor Farmer
- Mr Robert Bird
- Ms Sheila Jones

The charity pays an arm's length rental of £14,820 (2021: £11,856) per annum and service charges of £6,095 (2021: £4,876) per annum to Chase NC Limited. At 31 March 2022 £12,549 (2021: £Nil) was owed to Chase NC Limited.

The charity recharges half of the Charity insurance cost incurred each year £2,042 (2021: £1,804) to Chase NC Limited. At 31 March 2022 £7,691 was owed from Chase NC Limited.

The charity provided a loan to Chase NC Limited to refurbish the kitchen, wages and other expenses.
The amount outstanding at the year-end was £11,966 (2021: £17,583). The loan is interest-free and is repayable on demand.

| 18 | **Cash generated from operations** | **2022** | **2021** |
|---|---|---|---|
| | | **£** | **£** |
| | (Deficit)/surpus for the year | (6,527) | 73,662 |
| | Adjustments for: | | |
| | Investment income recognised in statement of financial activities | - | (107) |
| | Depreciation and impairment of tangible fixed assets | 7,595 | 18,963 |
| | Movements in working capital: | | |
| | Decrease in debtors | 848 | 55,006 |
| | Increase in creditors | 17,127 | 6,104 |
| | (Decrease) in deferred income | - | (65,210) |
| | **Cash generated from operations** | 19,043 | 88,418 |

**19 Analysis of changes in net funds**

The charity had no debt during the year.

**ST ANNS ADVICE GROUP**

England & Wales - Charity number 1163512

# Accounts

# ST ANNS ADVICE GROUP
# (A CHARITABLE INCORPORATED ORGANISATION)

## CHARITY NUMBER 1163512

## ANNUAL REPORT AND FINANCIAL STATEMENTS
## FOR THE YEAR ENDED 31 MARCH 2021

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**FOR THE YEAR ENDED 31 MARCH 2021**


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**FOR THE YEAR ENDED 31 MARCH 2021**

| | |
|---|---|
| **Trustees** | Mr Robert Bird (appointed 4 February 2021) - Chair<br>Mr Grant Everitt<br>Ms Monica Lindsay<br>Rev Anthony Giles<br>Mr Trevor Farmer<br>Ms Jenny Drury<br>Ms Shelia Jones (appointed 4 February 2021) |
| **Management Committee** | Ms Coleen Francis |
| **Principal Address** | Chase Neighbourhood Centre<br>Robin Hood Chase<br>St Anns<br>Nottingham<br>NG3 4EZ |
| **Key Management Team** | Ms D Webster - Manager<br>Ms S Marshall - Supervisor |
| **Charity Registration Number** | 1163512 |
| **Statutory Auditor** | Cobb Burgin<br>Chartered Accountants<br>and Statutory Auditor<br>Butt Dyke House<br>33 Park Row<br>Nottingham<br>NG1 6EE |
| **Professional Advisors** | Unity Trust Bank plc<br>4 Brindley Place<br>Birmingham<br>B1 2JB<br><br>Lloyds Bank plc<br>12-16 Lower Parliament Street<br>Nottingham<br>NG1 3DA |

## ST ANNS ADVICE GROUP
## REPORT OF THE TRUSTEES
## YEAR ENDED 31 MARCH 2021

The Trustees present their report and the audited financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland.

### Trustees and members of the management committee

Trustees and members of the management committee who served during the period and up to the date of this report are set out on Page 1.

### Objectives, activities and public benefit

The centre's objectives and principal activities are to promote any charitable purpose for the benefit of the inhabitants of St Ann's, Nottingham city and surrounding areas, in particular through the provision of an advice and information service for persons who are in need of such services. The aim is to provide a high quality, easily accessible service in the areas of welfare benefits, debt, housing, employment and generalist advice. We also offer representation at DWP appeals and employment tribunals and more generally support and help service users to understand complex forms and regulations.

We review our aims, objectives and activities each year. The review looks at the success of each key activity and the benefits they have brought. The review also helps us ensure our objectives and activities remain focused on our stated purposes.

We confirm that St Anns Advice Group meets the definition of a public benefit entity. We have referred to the guidance contained within the Charity Commission's guidance on public benefit when reviewing our aims and objectives and in planning our future activities, in particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

### Achievements and performance

This period the advice group continued to provide advice on debt and benefits resulting in 1551 opened full cases, 2847 people supported, managed just under 2 million pounds worth of debts and made total gains for local people of nearly £2.5 million pounds.
These figures are a real tribute to the dedicated staff who quickly adapted to a new way of working once the centre closed in March 2020.

Although our base is in St Ann's many of our projects now operate city wide and 2 projects cover the county and 1 across the D2N2 area. Our reputation has spread and generated work in all areas across the conurbation.

Referrals to the centre are regularly received from the Nottingham City Homes, Nottingham City Council, housing associations, health workers, local councillors and children's centres.

As in previous years, most enquiries received in 2020/21 were about Department of Work and Pensions welfare benefits, HMRC tax credits, Universal Credit and priority and non-priority debts. Other areas in which people were assisted include housing, homelessness, multiple debt advice, bailiffs, health, employment, water, and fuel. An ever-increasing number of clients who come to the advice centre have priority debt problems and face crisis.

The pandemic saw a huge demand for food and additional support from the local community. We were feeding nearly 1000 people a month at the highest point of the lockdown. Our centre remained staffed by 8 workers who managed donations and volunteers and ensured 3 weekly deliveries of food parcels to those most in need. The advice staff collected and distributed the paperwork necessary for the advisors working from home to operate effectively. Advice was given on the outside decking respecting social distancing and through open windows.

**Debt advice service and the Money Advice Service**

Nottingham City Homes and the Money Advice Service continue to fund our debt work. The projects reduce the level of rent and council tax arrears and other priority and non-priority debts within the city. We suspended all outreach sessions but continued to take referrals to the debt service developing a and issuing a 'debt pack' initially to clients. Cases are taking longer and for some clients phone advice is not appropriate.

We have assisted clients with budget plans and income maximisation including applications for housing benefit, discretionary housing payments, tax credits, and personal independent payments. We also give information on Credit Union and NCH house insurance. The team apply to various trust funds and small charities for funds to assist clients with essential furniture and white goods.

**Appeals**

In 2020/21 the centre represented 85 people at various appeal tribunals for personal Independent Payments, disability living allowance, housing benefit appeals, employment support allowance and industrial injuries benefit. All of these were carried out by phone. However, most cases are those regarding employment support allowance. We were successful in over 95% of these appeals which resulted in clients receiving back payments of benefit or compensation. In addition, many of these clients also gained increases in their weekly benefit entitlement.

**Sneinton and general advice work**

Most of this work is funded through the Nottingham City Council contract that was awarded to the Advice Nottingham consortium. Sessions on outreach were suspended for the whole of this period. We have helped to prevent evictions and assisted with re-housing.

**Home visits**

We suspended the home visiting service at the beginning of lockdown

**Employment Rights**

We continue to offer employment rights advice to those who are seeking support and who are not in a Trade union. We no longer hold the AQS for employment advice.

**St Ann's and Sneinton food and furniture store**

In December 2012 we launched our food store that is based in the old laundrette on the Robin Hood Chase. The numbers of clients presenting at reception and appointments, lacking basic needs increased dramatically throughout 2011 and 2012. We agreed there was a real need for us to open our own food store to support these people who were facing real crisis whether short or long term. The food store only provides parcels to people who have no income. This is mainly those who have been sanctioned, awaiting mandatory reconsiderations, started work but awaiting their first pay day and refugees and migrants with no recourse to public funds. We are now feeding those clients that have applied for Universal Credit but due to the 'in built' delayed payment they have no income for the first 5 weeks. We give out between 30 – 40 parcels per week. We have purchased a second-hand van to collect and then sell old clothes to pay for its maintenance and running costs. The small furniture project recycles local unwanted goods and re-distributes to those in need within the city. We continue to get support from local schools and several corporate companies across the city.

We are responding to the pandemic by providing food for those in need across the area and became the key organization for the city council's 'golden line' emergency number in the area.

**Building better opportunities (BBO)**
Money sorted in D2N2 is funded as part of the Building Better Opportunities programme in D2N2. The project is funded by the European Social Fund and The National Lottery Community Fund. We are part of a @peoples First Alliance' with Framework (delivers on Opportunity and Change) and Groundwork (delivers on Towards Work). We have secured an extension to September 2022.

Money sorted in Derby city, Derbyshire, Nottingham city and Nottinghamshire (D2N2), is about excluded people. It offers a six months programme of person-centred support and a range of bespoke interventions designed to enable people experiencing financial crisis and financial hardship to take control, build confidence, tackle their problems and move out of poverty and exclusion.

Personal financial resilience plans developed between participants and our personal navigators put people in control. They identify and tackle obstacles and challenges to engagement and achievement. They focus on goals, aspirations, and ambitions, enabling participants to progress along a pathway to financial inclusion and paid employment.

The partnership brings together large and small local providers with a wide range of expertise and experience of working with diverse and vulnerable communities across D2N2. It reaches individuals, families and communities stretching across these two major city centres, larger towns, rural towns, and villages with the D2N2 area. The money sorted partnership in D2N2 also includes the four leading local authorities as key strategic delivery partners.

**Fuel efficiency and debt project**
We were successful in our application to British Gas for continuation funding to run this project. Advisors can provide a holistic service to clients providing advice on maximising incomes and reducing debts as well managing or writing off energy debt and support them with energy efficiency savings in the home. We sub-contract three part time posts to Bestwood Advice Centre, Meadows Advice Centre and Nottingham Law Centre in order to cover both north, centre and south of the city.

**Financial review**
With limited reserves and medium to long term funding always a challenge to obtain, it continues to be difficult to plan and develop services. Total income for the year was £1,660,178 (2020 £1,685,405) and total expenditure was £1,586,516 (2020 £1,726,868) resulting in a surplus for the year of £73,662. This is compared to a deficit of £41,463 in the previous year. At the year end, the funds of the charity were £220,887 which is represented by £49,765 of restricted funds and £171,122 of unrestricted funds.

**Reserves policy**
The Trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets ('the free reserves') held by the charity should be two months of the total resources expended (£264,419 based on these financial statements). At this level, the board feel that they would be able to continue the current activities of the charity in the event of a significant drop in income. At present there are free reserves of £142,510. The trustees plan to increase the level of the free reserves of the charity in the future to achieve the level outlined in the policy.

**Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for preparing the trustee's report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and the incoming resources and application of resources of the charity for that period in preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom 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 charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and irregularities.

Signed on behalf of the members of the board of trustees

Mr Grant Everitt - Trustee

Date: 18/3/22

## ST ANNS ADVICE GROUP
## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF ST ANNS ADVICE GROUP FOR THE YEAR ENDED 31 MARCH 2021

### Opinion

We have audited the financial statements of St Anns Advice Group (the charitable incorporated organisation – 'charity') for the year ended 31 March 2021 which comprise Statement of Financial Activities (including income and expenditure account), the Balance Sheet, Statement of Cash Flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

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

### Conclusions relating to going concern

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

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

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

### Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is consistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement set out on page 5, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 or that Act.

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

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

We considered the nature of the charity's business and its control environment. We also enquired of management about their identification and assessment of the risks of irregularities.

We obtained an understanding of the legal and regulatory framework in which the charity operates and identified key laws and regulations that:

- had a direct effect on the determination of material amounts and disclosures in the financial statements, which included the Charities Act 2011, tax legislation and payroll legislation; and
- did not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate.

We discussed among the audit engagement team the opportunities and incentives that may exist within the organisation for fraud and how / where fraud might occur in the financial statements.

In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override. In addressing the risk of fraud through management override of controls, we tested the appropriateness of accounting adjustments and journal entries, assessed whether accounting estimates were reasonable and accurate and reviewed the accounting records for any significant and unusual transactions.

In addition, our procedures to respond to the risks identified included:

- reviewing financial statement disclosures by testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- performing analytical procedures to identify any unusual or unexpected variances that may indicate risks of material misstatement due to fraud;
- enquiring of management about any instances of non-compliance with laws and regulations and any instances of known or suspected fraud.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charity's trustees as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Cobb Burgin
Chartered Accountants
and Statutory Auditor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

Date: 22nd MARCH 2022

## ST ANNS ADVICE GROUP
## STATEMENT OF FINANCIAL ACTIVITIES
## (INCLUDING INCOME AND EXPENDITURE ACCOUNT)
## FOR THE YEAR ENDED 31 MARCH 2021

| | Notes | General Fund £ | Restricted Fund £ | 31 March 2021 Total £ | 31 March 2020 Total £ |
|---|---|---|---|---|---|
| **Income and endowments from** | | | | | |
| Funded charitable activities | 2 | 352,113 | 1,306,974 | 1,659,087 | 1,684,016 |
| Investments | | 107 | - | 107 | 144 |
| Other | 4 | 984 | - | 984 | 1,245 |
| **Total income and endowments** | | 353,204 | 1,306,974 | 1,660,178 | 1,685,405 |
| **Expenditure on:** | | | | | |
| Charitable activities | 3 | 348,143 | 1,238,373 | 1,586,516 | 1,726,868 |
| **Total expenditure** | | 348,143 | 1,238,373 | 1,586,516 | 1,726,868 |
| **Net income/(expenditure)** | | 5,061 | 68,601 | 73,662 | (41,463) |
| Transfer between funds | 13 | 93,731 | (93,731) | - | - |
| **Net movement in funds** | | 98,792 | (25,130) | 73,662 | (41,463) |
| **Reconciliation of funds** | | | | | |
| Total funds brought forward | | 72,330 | 74,895 | 147,225 | 188,688 |
| **Total funds carried forward** | 13 | 171,122 | 49,765 | 220,887 | 147,225 |

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

**The notes on pages 12 - 19 form part of these financial statements**

## ST ANNS ADVICE GROUP
## BALANCE SHEET
## YEAR ENDED 31 MARCH 2021

| | Notes | 2021 £ | 2021 £ | 2020 £ | 2020 £ |
|---|---|---|---|---|---|
| **Fixed assets** | | | | | |
| Tangible assets | 9 | | **28,612** | | 14,988 |
| **Current assets** | | | | | |
| Debtors | 10 | **33,159** | | 88,165 | |
| Cash at bank and in hand | | **185,143** | | 129,205 | |
| | | **218,302** | | 217,370 | |
| Creditors: amounts falling due within one year | 11 | **26,027** | | 85,133 | |
| **Net current assets** | | | **192,275** | | 132,237 |
| **Net assets** | 12 | | **220,887** | | 147,225 |
| **Charity funds** | | | | | |
| Unrestricted funds | 13 | | **171,122** | | 72,330 |
| Restricted funds | 13 | | **49,765** | | 74,895 |
| **Total charity funds** | | | **220,887** | | 147,225 |

These financial statements were approved and authorised for issue by the Board on 18/3/22 and are signed on behalf of the Board by:

**Mr Grant Everitt - Trustee**

**Mr Robert Bird - Trustee**

**The notes on pages 12 - 19 form part of these financial statements**

## ST ANNS ADVICE GROUP
## STATEMENT OF CASH FLOWS
## YEAR ENDED 31 MARCH 2021

| | Notes | 2021 £ | 2020 £ |
|---|---|---|---|
| **Cash flow from operating activities** | 16 | **88,418** | (53,633) |
| **Cash flows from investing activities** | | | |
| Investment income | | **107** | 144 |
| Purchase of tangible fixed assets | | **(32,587)** | (8,582) |
| **Net cash flow from investing activities** | | **(32,480)** | (8,438) |
| **Cash flows from financing activities** | | | |
| Repayment of borrowing | | **-** | - |
| **Net cash flow from financing activities** | | **-** | - |
| Net increase/(decrease) in cash and cash equivalents | 17 | **55,938** | (62,071) |
| Cash and cash equivalents at the beginning of the year | | **129,205** | 191,276 |
| **Cash and cash equivalents at the end of the year** | | **185,143** | 129,205 |

**The notes on pages 12 - 19 form part of these financial statements**

## 1. Accounting policies

### General information
St Anns Advice group is a public benefit entity and charitable incorporated organisation registered with the Charity Commission in England and Wales. The principal address can be found on the reference and administration details (page 1).

### Statement of compliance
The financial statements have been prepared 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), (Charities SORP FRS 102) and the Charities Act 2011.

### Basis of preparation
The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. Assets and liabilities are initially recognised at historical cost.

### Going concern
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 at least one year from the date of authorisation for issue of the financial statements and, based on the financial forecasts and the resources and systems in place relating to Covid 19, have concluded that the charity has adequate resources and systems in place to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

### Income recognition
All incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received. Receipts received during the year which are not to be expended until after the balance sheet date are not recognised as income for the year and are included in income deferred (note 11). No amount is included in the financial statements for volunteer time in line with the SORP.

### Expenditure
All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

Grants payable to third parties are within the charitable objectives. Creditors and provisions are recognised where the charity had a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**Tangible fixed assets**
Furnishings are written off as the expenditure is incurred. Expenditure on equipment and fixtures above £500 is capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The rates used were as follows:

| | | |
|---|---|---|
| Leasehold Improvements | 20% | SL |
| Motor vehicles | 25% | RB |
| Office Equipment | 25% | SL |

**Financial instruments**
Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the Statement of Financial Activities.
Cash at bank and in hand is held to meet short-term cash commitments as they fall due rather than for investment purposes and includes all cash equivalents held in the form of short-term highly liquid investments. Cash equivalents are short-term highly liquid investments that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value. A cash equivalent will normally have a short maturity of, say, three months or less from the date of acquisition.

**Fund Accounting**
General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## 2. Income from charitable activities

| | General Fund | Restricted Fund | 2021 Total | 2020 Total |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| Nottingham City Council | **203,341** | **-** | **203,341** | 318,162 |
| Framework Housing Association | **40,288** | **-** | **40,288** | 40,000 |
| British Gas Energy Trust Fund | **-** | **105,385** | **105,385** | 105,385 |
| Garfield Weston Foundation | **-** | **-** | **-** | 50,000 |
| Henry Smith Charity | **-** | **-** | **-** | 17,150 |
| Big Lottery Fund and European Structural Investment Fund | **-** | **953,726** | **953,726** | 1,055,952 |
| Money Advice Service | **-** | **104,588** | **104,588** | 50,375 |
| CCLORS | **-** | **71,446** | **71,446** | - |
| Others | **108,483** | **71,830** | **180,313** | 46,992 |
| | **352,112** | **1,306,975** | **1,659,087** | 1,684,016 |

## 3. Expenditure on charitable activities

| | General Fund £ | Restricted Fund £ | 2021 Total £ | 2020 Total £ |
|---|---|---|---|---|
| Staff costs (Note 7) | 210,289 | 458,813 | 669,102 | 703,811 |
| Premises costs | 19,818 | 2,092 | 21,910 | 18,261 |
| Postage and stationery | 14,749 | 865 | 15,614 | 23,315 |
| Telephone and fax | 7,914 | - | 7,914 | 14,979 |
| Legal and Professional fees | 7,929 | - | 7,929 | 132,189 |
| Insurance and subscriptions | 4,223 | 1,620 | 5,843 | 9,446 |
| Training and conferences | 1,393 | - | 1,393 | 1,111 |
| Travelling | 207 | 56 | 263 | 10,754 |
| Depreciation | 18,963 | - | 18,963 | 13,910 |
| Bank charges | 85 | 289 | 374 | 562 |
| Governance costs (note 5) | 25,057 | - | 25,057 | 24,696 |
| Publicity and advertising | 30 | 5,643 | 5,673 | 2,212 |
| Client costs | 1,967 | 18,163 | 20,130 | 13,043 |
| Motor expenses | - | 1,060 | 1,060 | 2,443 |
| Donations | - | - | - | 1,000 |
| Local community member grants | 4,736 | 55,856 | 60,592 | 81,818 |
| IT and software | 16,395 | 4,070 | 20,465 | 28,394 |
| Charity partner grants | - | 652,070 | 652,070 | 628,450 |
| Other costs | 14,941 | 37,223 | 52,164 | 16,474 |
| | 348,696 | 1,237,820 | 1,586,516 | 1,726,868 |

## 4. Other income

| | General Fund £ | Restricted Fund £ | 2021 Total £ | 2020 Total £ |
|---|---|---|---|---|
| Sundry income | 984 | - | 984 | 1,245 |

## 5. Governance costs

| | 2021 £ | 2020 £ |
|---|---|---|
| Auditors remuneration | 6,300 | 6,000 |
| Staff costs (Note 7) | 18,757 | 18,696 |
| | 25,057 | 24,696 |

## 6. Net income/(expenditure)

This is stated after charging

| | 2021 £ | 2020 £ |
|---|---|---|
| Depreciation | 18,963 | 13,910 |
| Auditors remuneration | 6,300 | 6,000 |

## 7. Staff costs

| | 2021 £ | 2020 £ |
|---|---|---|
| Salaries and wages | **624,461** | 656,664 |
| Social security costs | **50,971** | 52,424 |
| Pension contributions | **12,426** | 13,409 |
| | **687,858** | 722,497 |

No employee received emoluments of more than £60,000

The average number of employees during the year was 32 (2020: 31)

The charity operates a defined contribution pension scheme. This is recognised in the SOFA as incurred.

### Key management personnel

Total payments made by the Charity to key management personnel including benefits for the year amounted to £68,290 (2020: £68,005).

## 8. Trustee remuneration, expenses and related party transaction

No trustees received any remuneration or were reimbursed for any expenses during the period.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into the charity during the period.

Throughout the year the following trustees of St Anns Advice Group have also been directors of Chase NC Limited, a company limited by guarantee (company number 06934839) and registered charity (charity number 1137591), which operates The Neighbourhood Community Centre, Robin Hood Chase, St Anns, Nottingham.

Mr Grant Everitt
Ms Monica Lindsay
Rev Anthony Giles
Mr Trevor Farmer
Mr Robert Bird
Ms Sheila Jones

The charity pays an arm's length rental of £11,856 (2020 £11,856) per annum and service charges of £4,876 (2020 £4,876) per annum to Chase NC Limited. At 31 March 2021 £4,183 (2020: Nil) was owed to Chase NC Limited.

The charity provided a loan to Chase NC Limited to refurbish the kitchen, wages and other expenses. The amount outstanding as at the year-end was £17,583. The loan is interest free and is repayable on demand.

## 9. Tangible fixed assets

| | Leasehold Improvements £ | Motor Vehicles £ | Office Equipment £ | Total £ |
|---|---|---|---|---|
| **Cost** | | | | |
| At 1 April 2020 | 1,500 | 1,275 | 72,594 | 75,369 |
| Additions | 20,399 | - | 12,188 | 32,587 |
| **At 31 March 2021** | 21,899 | 1,275 | 84,782 | 107,956 |
| **Accumulated Depreciation** | | | | |
| At 1 April 2020 | 1,200 | 928 | 58,254 | 60,382 |
| Charge for the period | 4,380 | 87 | 14,496 | 18,963 |
| **At 31 March 2021** | 5,580 | 1,015 | 72,750 | 79,345 |
| **Net Book Value** | | | | |
| At 31 March 2020 | 300 | 347 | 14,341 | 14,988 |
| **At 31 March 2021** | 16,319 | 260 | 12,033 | 28,612 |

## 10. Debtors

| | 2021 £ | 2020 £ |
|---|---|---|
| Trade debtors | - | 61,002 |
| Other debtors | 17,586 | 6,056 |
| Prepayments and accrued income | 15,573 | 21,107 |
| | 33,159 | 88,165 |

## 11. Creditors: amounts falling due within one year

| | 2021 £ | 2020 £ |
|---|---|---|
| Trade creditors | - | 1,412 |
| Income deferred | - | 65,210 |
| Accruals | 12,487 | 6,214 |
| Charity credit card | 461 | 341 |
| Social security and other taxes | 13,079 | 11,956 |
| | - | - |
| | 26,027 | 85,133 |

Income deferred is explained in the accounting policies under incoming resources

## 12. Analysis of net assets between funds

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds £ |
|---|---|---|---|
| Tangible fixed assets | 28,612 | - | 28,612 |
| Net current assets | 142,510 | 49,765 | 192,275 |
| | 171,122 | 49,765 | 220,887 |

**Analysis of net assets between funds – previous year**

| | Unrestricted Funds £ | Restricted Funds £ | Total Funds £ |
|---|---|---|---|
| Tangible fixed assets | 14,988 | - | 14,988 |
| Net current assets | 57,342 | 74,895 | 132,237 |
| | 72,330 | 74,895 | 147,225 |

## 13. Movements in funds

| | 01 April 2020 £ | Incoming Resources £ | Outgoing Resources £ | Transfers £ | 31 March 2021 £ |
|---|---|---|---|---|---|
| Restricted funds: | | | | | |
| Fuel Poverty Project | 36,780 | 105,385 | (128,145) | (14,020) | - |
| Food and furniture store | 2,118 | 28,233 | (21,489) | - | 8,862 |
| Money Advice Outreach Program | 3,476 | 104,588 | (81,106) | (24,168) | 2,790 |
| Building Better Opportunities | 32,146 | 953,726 | (921,357) | (35,401) | 29,114 |
| Financial Resilience Project | 375 | 8,210 | (8,585) | - | - |
| CCLORS | - | 71,446 | (55,058) | (10,388) | 6,000 |
| National Lottery | - | 31,701 | (18,946) | (9,755) | 3,000 |
| Other restricted funds | - | 3,685 | (3,687) | 1 | (1) |
| | 74,895 | 1,306,974 | (1,238,373) | (93,731) | 49,765 |
| Unrestricted funds | 72,330 | 353,204 | (348,143) | 93,731 | 171,122 |
| Total funds | 147,225 | 1,660,178 | (1,586,516) | - | 220,887 |

**Transfers:**

| | |
|---|---|
| Fuel property project | £14,020 transferred to unrestricted funds to cover over payment. |
| Money Advice Outreach payment | £24,168 transferred to unrestricted funds to cover over payment. |
| Building Better Opportunities | £35,401 transferred to unrestricted funds to bring in line with bank balance. |
| Other restricted funds | £20,142 transferred to unrestricted funds to cover facilities, management, and administrative support costs. |

## 14. Movement in funds - previous year

| | 01 April 2019 £ | Incoming Resources £ | Outgoing Resources £ | Transfers £ | 31 March 2020 £ |
|---|---|---|---|---|---|
| Restricted funds: | | | | | |
| Capital grants | 938 | | (938) | - | - |
| Fuel Poverty Project | 35,123 | 105,385 | (103,728) | - | 36,780 |
| Food and furniture store | 2,883 | 20,142 | (20,907) | - | 2,118 |
| Money Advice Outreach Program | 32 | 43,690 | (43,690) | 3,444 | 3,476 |
| Building Better Opportunities | 36,588 | 1,019,048 | (1,036,870) | 13,380 | 32,146 |
| Financial Resilience Project | 9,450 | - | (9,800) | 725 | 375 |
| Other restricted funds | 9,271 | 4,481 | (5,479) | (8,273) | - |
| | 94,285 | 1,192,746 | (1,221,412) | 9,276 | 74,895 |
| Unrestricted funds | 94,403 | 492,659 | (505,456) | (9,276) | 72,330 |
| Total funds | 188,688 | 1,685,405 | (1,726,868) | - | 147,225 |

## 15. Restricted funds

Purposes of Restricted Funds:

| | |
|---|---|
| Fuel Poverty Project | Funding from British Gas Energy Trust to tackle fuel debt and provide energy efficiency advice. |
| Food and furniture store | Funding from numerous donors to provide food parcels for people in crisis and essential furniture. |
| Small Steps Big Changes | Funding from Framework Mentoring Service to support community development in St Anns. |
| Money Advice Outreach Program | Funding from Money Advice Service to provide debt advice. |
| Building Better Opportunities | Funding from Big Lottery Fund and European Structural Investment Fund to provide a financial inclusion project across the D2N2 area. |

## 16. Reconciliation of net movement in funds to net cash flow from operating activities

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Net movement in funds | **73,662** | (41,463) |
| Add back depreciation | **18,963** | 13,910 |
| Deduct interest income shown in investing activities | **(107)** | (144) |
| Decrease (increase) in debtors | **55,006** | (70,212) |
| Increase (decrease) in creditors | **(59,106)** | 44,276 |
| **Net cash used in operating activities** | **88,418** | (53,633) |

## 17. Analysis of changes in net debt

| | At 1 Apr 2020 | Cash flows | **At 31 Mar 2021** |
|---|---|---|---|
| | £ | £ | **£** |
| **Net cash used in operating activities** | 129,205 | **55,938** | **185,143** |