

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
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)

Charity number

1163512

Principal address

Chase Neighbourhood Centre
Robin Hood Chase
St Anns
Nottingham
NG3 4EZ

Auditor

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

Bankers

Unity Trust Bank PLC
4 Brindley Place
Birmingham
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.

ST ANNS ADVICE GROUP

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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 payment 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.

ST ANNS ADVICE GROUP

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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
Sally Marshall

Manager
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.

ST ANNS ADVICE GROUP

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

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.

ST ANNS ADVICE GROUP

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

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

30TH MARCH 2023
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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 £
<u>Income and endowments from:</u>					
Donations and legacies	3	27,170	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
<u>Expenditure on:</u>					
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

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
	Notes			
<u>Income and endowments from:</u>				
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
<u>Expenditure on:</u>				
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

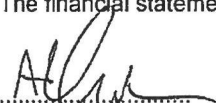
ST ANNS ADVICE GROUP

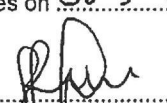
BALANCE SHEET

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 30-3-2022


 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

ST ANNS ADVICE GROUP

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

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.

ST ANNS ADVICE GROUP

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

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).

ST ANNS ADVICE GROUP

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

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.

ST ANNS ADVICE GROUP

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

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
	<u>27,176</u>	<u>11,379</u>	<u>38,555</u>	<u>47,641</u>	<u>9,137</u>	<u>56,778</u>
Grants receivable for core activities						
Nottinghamshire County Council	-	-	-	500	-	500
Other	957	-	957	-	-	-
	<u>957</u>	<u>-</u>	<u>957</u>	<u>500</u>	<u>-</u>	<u>500</u>

ST ANNS ADVICE GROUP

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

4 Charitable activities

	Advice services 2022 £	Advice services 2021 £
Sales within charitable activities		498
Performance related grants	1,586,580	1,601,811
	<u>1,586,580</u>	<u>1,602,309</u>
Analysis by fund		
Unrestricted funds - general	316,949	304,472
Restricted funds	1,269,631	1,297,837
	<u>1,586,580</u>	<u>1,602,309</u>
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	-
	<u>1,586,580</u>	<u>1,601,811</u>

5 Investments

	Total 2022 £	Unrestricted funds general 2021 £
Interest receivable	-	107
	<u>-</u>	<u>107</u>

ST ANNS ADVICE GROUP

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

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

ST ANNS ADVICE GROUP

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

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
	<u>742,738</u>	<u>710,439</u>
Grants to individuals	6,752	2,223
	<u>749,490</u>	<u>712,662</u>

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
	<u>-</u>	<u>26,566</u>	<u>26,566</u>	<u>25,057</u>
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.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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
	<u>684,669</u>	<u>687,859</u>

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	<u>21,899</u>	<u>84,782</u>	<u>1,275</u>	<u>107,956</u>
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	<u>9,660</u>	<u>76,199</u>	<u>1,080</u>	<u>86,939</u>
Carrying amount				
At 31 March 2022	<u>12,239</u>	<u>8,583</u>	<u>195</u>	<u>21,017</u>
At 31 March 2021	<u>16,319</u>	<u>12,033</u>	<u>260</u>	<u>28,612</u>

ST ANNS ADVICE GROUP

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

13 Debtors

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

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
	<u>43,154</u>	<u>26,027</u>

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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:

	Balance at 1 April 2020 £	Movement in funds			Balance at 1 April 2021 £	Movement in funds			Transfers £	Balance at 31 March 2022 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £		
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.

ST ANNS ADVICE GROUP

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

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.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

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
	<u>165,186</u>	<u>49,174</u>	<u>214,360</u>	<u>171,122</u>	<u>49,765</u>	<u>220,887</u>

17 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2022 £	2021 £
Aggregate compensation	<u>68,000</u>	<u>68,290</u>

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.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2022

18	Cash generated from operations	2022	2021
		£	£
	(Deficit)/surplus 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
		<hr/>	<hr/>
19	Analysis of changes in net funds		
	The charity had no debt during the year.		