

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
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 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,

ST ANNS ADVICE GROUP

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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.

ST ANNS ADVICE GROUP

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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

Sally Marshall

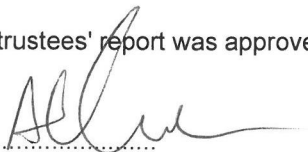
Manager

Supervisor

ST ANNS ADVICE GROUP

TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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



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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.

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

HSKSG Audit

Chartered Accountants
Statutory Auditor

27th October 2023
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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

		Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Total 2022 £
	Notes				
<u>Income and endowments from:</u>					
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
<u>Expenditure on:</u>					
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

		Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
	Notes			
<u>Income and endowments from:</u>				
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
<u>Expenditure on:</u>				
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	
		<u>338,292</u>		<u>236,497</u>	
Creditors: amounts falling due within one year	16	(32,000)		(43,154)	
Net current assets			306,292		193,343
Total assets less current liabilities			<u>319,320</u>		<u>214,360</u>
Income funds					
Restricted funds	18	109,617		49,174	
Unrestricted funds - general		209,703		165,186	
		<u>319,320</u>		<u>214,360</u>	

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 £	£	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

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

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 2023

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 2023

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 2023

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.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds general	Restricted funds	Total	Unrestricted funds general	Restricted funds	Total
	2023 £	2023 £	2023 £	2022 £	2022 £	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
	<u>70,929</u>	<u>2,010</u>	<u>72,939</u>	<u>27,176</u>	<u>11,379</u>	<u>38,555</u>
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
	<u>49,788</u>	<u>-</u>	<u>49,788</u>	<u>957</u>	<u>-</u>	<u>957</u>

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

6 Raising funds

	Unrestricted funds general 2023 £	Total 2022 £
<u>Fundraising and publicity</u>		
Staging fundraising events	2,993	-
	<u>2,993</u>	<u>-</u>

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
	<u>1,089,890</u>	<u>856,671</u>
Grant funding of activities (see note 8)	547,654	749,490
Share of governance costs (see note 9)	30,220	26,566
	<u>1,667,764</u>	<u>1,632,727</u>
Analysis by fund		
Unrestricted funds - general	496,707	450,803
Restricted funds	1,171,057	1,181,924
	<u>1,667,764</u>	<u>1,632,727</u>

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>545,146</u>	<u>742,738</u>
Grants to individuals	2,508	6,752
	<u>547,654</u>	<u>749,490</u>

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
	<u>-</u>	<u>30,220</u>	<u>30,220</u>	<u>26,566</u>
Analysed between Charitable activities	-	30,220	30,220	26,566
	<u>-</u>	<u>30,220</u>	<u>30,220</u>	<u>26,566</u>

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

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u> </u>	<u> </u>
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
	<u> </u>	<u> </u>
	849,448	684,669
	<u> </u>	<u> </u>

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	-
	<u> </u>	<u> </u>
	3,086	-
	<u> </u>	<u> </u>

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 Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

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).

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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:

	Balance at 1 April 2021 £	Movement in funds			Balance at 1 April 2022 £	Movement in funds			Transfers £	Balance at 31 March 2023 £
		Incoming resources £	Resources expended £	Transfers £		Incoming resources £	Resources expended £	Transfers £		
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.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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.

ST ANNS ADVICE GROUP

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

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
	<u>209,703</u>	<u>109,617</u>	<u>319,320</u>	<u>165,186</u>	<u>49,174</u>	<u>214,360</u>

20 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	<u>82,870</u>	<u>68,000</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
- 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.

ST ANNS ADVICE GROUP

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.		
