



# ANNUAL REPORT 2020/2021

## Lifeline Community Action

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Tel: 07936 431262

Reg Office: The Acorn Unit, St  
Clare's Church, St Cuthbert's  
Way, Newton Aycliffe,  
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DL5 5 NT



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# CHARITY INFORMATION

## Lifeline Community Action

The Trustees present its directors' report and inspected accounts for the year ended 31 March 2021

Charity Name: Lifeline Community Action (LCA) - Charitable Incorporated Organisation

Registration number: 1168614

Registered Office: The Acorn Unit, St Clare's Church, St Cuthbert's Way, Newton Aycliffe

County Durham.DL5 5NT

Community Hub:17 Beveridge Way, Newton Aycliffe, County Durham. DL5 4DZ

## Trustee Board

Miss A White	Chair
Mr K Sadler	Treasurer (resigned April 2020)
Mr D Southerton	
Mrs. J Donald	Treasurer elect (appointed 2020)
Mrs M Ridley	(appointed 2020)
Mrs S Scotchbrook	(appointed 2020)

## Staff

Corrinn Chambers <i>BA hons HR&amp;Management, Assoc CIPD</i>	Service & Personnel Manager
Carol Stenger	Administration Officer
Cath Halford	Packages & Activities Coordinator

## Other Professionals

Lesley Taylor	Book Keeper
Pauline Chambers <i>Mcmi (dip) MInstF Assoc CIPD</i>	Business Coordinator
Jane Ascroft <i>FCA MA (Cantab)</i>	Chartered Accountant & Registered Auditor

## Volunteers 2020/2021

Sally Davis	
Kerry Wootton	*left 2020
Ellie Stevens	Temporary
Diane Edwardson	Temporary
Derek Southerton	
Christine Bland	
Alwyn White	

*“ Without doubt It has been such a difficult year for everyone, however the charity has increased the number of people supported this year by 350%! That’s amazing!*

## Overview 2020/2021

Lifeline Community Action is a charity that was first founded in 2010 and operates from the heart of Newton Aycliffe, however the charity provides a service across **County Durham & Darlington**. We primarily support the poorest and most economically & socially disadvantaged individuals and families. We seek to understand the difficulties that our communities face, such as losing a job, depression and anxiety, long term unemployment, unmanageable debt, losing a family home and the breakdown of relationships. Since April 2020 we also now provide specific support to those affected by Covid 19. We operate with a Christian Ethos but we provide a service to anyone regardless of their faith or if they have no faith at all. Our services are offered impartially, confidentially and free and we do not discriminate

In April 2020, the charity began a new era in its growth and development. The charity was able to appoint a small team of paid staff from April 2020 due to receipt of a 3-year grant from the National Lottery Commission, Reaching Communities Fund. The new staff members brought to the charity a huge amount of experience from the voluntary sector and knowledge and skills relating to Human Resources, service delivery and administration. Volunteers have always been extremely important to the charity and still are, however, it was recognised that a strong core paid staff team can better support the wonderful volunteers in their work and personal development. The charity now has the ability to grow and improve so that demand can be met and as many people as possible in need of support can receive it. Due to additional funding from Great Aycliffe & Middridge Partnership and the Community Fund, we were able to extend the paid staff team to include a Package Supervisor, this role has taken responsibility for stock and distribution of all of our packages. The post has been incredibly valuable to the charity and enabled us to meet demand which increased almost daily at a time when many of our existing volunteers needed to shield as a result of the Covid 19 pandemic. The charity has averaged a minimum of 40 referrals per week throughout 2020/2021 and supported a minimum average of 116 individuals every week.

Covid 19 was not a challenge anyone anticipated and the first lock down took place one week prior to our new structure being in place. The team immediately assessed what LCA could offer to support its community and the people referred to us who were affected by the pandemic. We introduced our care package support project which provided personal toiletries, cleaning products, hand sanitiser etc. to help prevent the spread of the virus. This was in addition to our existing support via our Helping Hands and Children’s Blessings projects. Both the new and existing projects provided much needed and appreciated support to key workers and financially disadvantaged individuals and families. We worked with other agencies, food banks, schools and care homes to reach those in need. Without doubt It has been such a difficult year for everyone, however the charity has increased the number of people supported this year by 350%! That’s amazing!

A heartfelt thanks is sent to our paid staff team and our dedicated volunteers for their hard work, determination and commitment to LCA. We also give thanks to our fantastic Trustees who have supported the team throughout the year. Finally, we would like to thank all the funders who have supported our work and who stepped up to provide the funding needed in such a quick and efficient way in response to the pandemic.

## Manager and Chair's Report

### Service & Personnel Manager - Corrin Chambers

I was delighted to begin working for Lifeline Community Action (LCA) in April 2020 bringing experience of working in the Human Resources department with the police and over 12 years' experience of working within the voluntary sector.



From my first day with LCA, the charity faced challenges as a result of the Covid 19 pandemic and it was clear that LCA needed to respond to the needs of our communities. It has been a pleasure to support those that needed our help as our referral partners grew in number. As a result, we have provided support across all of County Durham on a weekly basis. Covid 19 forced us to adapt and grow quicker than we envisaged so I would like to thank my team, Carol Stenger and Cath Halford for all their hard work and absolute commitment throughout the year as LCA could not have achieved what it did without them. I would like to thank the Trustees for supporting us to respond to the demand which has increased month by month.

Fulfilling requests for support was made more difficult due to the fact that most of our wonderful volunteers were people who were advised to shield and/or in a vulnerable group and therefore not able to come to work with us. We were lucky to recruit some temporary volunteers who wanted to help the charity while they were on furlough from their permanent jobs. We appreciated the support these individuals gave and were sad to see them leave when they had to return to their jobs. We thank them for their time and commitment to help us.

As the end of the financial year approached, some of our existing volunteers were ready to return and we were happy to welcome them back. Our volunteer recruitment plan will be a priority for me as we move into the new financial year.

I am honoured and humbled by the work that we do, the people we meet and those we support and I look forward to the coming year.

*Corrin Chambers*

### Chair of the Trustee Board – Alwyn White

After the awful difficulties affecting the whole world, everyone who is in any way connected to LCA, needs to be very proud of themselves because of the opportunities and achievements presented to us despite Covid 19. None of this would have been made possible without the grants received from our very generous funders.



The Trustee board wishes to thank Pauline Chambers who has sourced many streams of funding, sufficient funding is essential as more and more families are needing our help during a difficult time of financial crisis for many. I would also like to thank Lesley Taylor our book keeper who, along with Pauline, have kept the charity in a good financial position

I would also like to thank the '3 C's', Corrin Chambers, Carol Stenger and Catherine Laverick Halford. They make a formidable team and work extremely hard managing the charity, completing all essential administration & stock control as well as making up the various packs of household goods, cleaning packs and baby packs and delivering them throughout the County and sometimes beyond. Thank you too to the wonderful volunteers who help sort donations, help to make up the packs and sometimes deliver. I am confident that the charity is operating to a very high standard and look forward to seeing what we can achieve in the coming year.

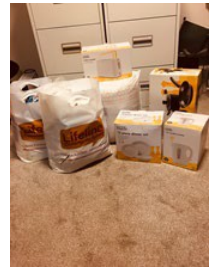
*Alwyn White*



# PROJECTS

## Helping Hands

Helping Hands provides support by providing household goods and cleaning materials tailored to an individual and family's needs dependent on their circumstances. We provide the basic essentials needed to keep someone's home, personal belongings and themselves clean. We also can provide the items needed to keep someone comfortable and warm and able to prepare and serve food. The items provided are generally, bedding, towels, cutlery, small electric appliances, kitchenware and cleaning materials and toiletries.



## Children's Blessings



The Children's Blessings project provides essential baby goods to families who are in need but are having or have had a new baby or small child. The packages provided are tailored to each person or family's needs but can provide baby milk, nappies, baby clothing, baby goods such as a high chair, baby bath, safety gate, Moses baskets, cots & bedding. The project can also provide items for a soon to be new mum to take into hospital to improve her wellbeing.

## Covid Care Packs



Working in partnership with other agencies, we set up a response to Covid 19. We provided basic cleaning care and baby care packages which were put together to help people cover the cost of the additional cleaning and washing to protect themselves and others from spreading coronavirus. Recipients have told us that these packs were a blessing to help them stop the transmission of the virus.

These packs have been distributed to care home or hospital workers on a very low income, to schools for distribution to their vulnerable families, distributed to those living in poverty via food banks across County Durham as well as those identified as in need for support via Local Authority family workers, the local authority community hub, health visitors, police, housing officers and other charities or organisations. Many individuals with a current infection of covid 19, those shielding or self-isolating have also been supported.



## Job Club

Our job club did not operate in this financial year as a result of the pandemic. The delivery of our



Job Club must be delivered on a face-to-face basis. Many of the service users referred to this project do not have access to the internet and need very specific support. Plans are in place to re-launch in April 2021.

## Community Hub

From March 2021, thanks to ASTOP Limited, the charity was offered free use of a large unit in the Thames Centre, Newton Aycliffe. The unit offered the charity more space, therefore the ability to have more people working at the same time whilst still working in a Covid Secure way. The premises will also offer space to run new projects which aim to tackle social and economic isolation as we emerge from Covid 19 lockdowns. We also plan to hold a school uniform scheme and giveaway events from this building.



## Giveaway Events

The charity receives a lot of donations from the community to help those in need and we are very grateful for these as they enable us to help many more people. Some of the donations are not suitable or appropriate for packs and so we give them away at our giveaway events. These events allow people to take what they need and prevents unsuitable stock from going to landfill. These events are so successful we plan to open a giveaway corner in future and take in many more donations. We will include household goods, children's clothing, toys and baby goods and the giveaway will open initially two days per week to the public. We would like to expand this further as we attract more volunteers to help.

# THANK YOU TO OUR FUNDERS

20/21 has been a successful year for LCA. The support from the National Lottery - Reaching Communities grant has made a huge difference to the charity and enabled it to expand to help meet the ever-increasing demand. The charity recognises the value of both a strong core structure and the use of committed volunteers. As a direct result of this funding we have been able to attract more funders to support our work and with additional capacity allow us to meet demand. A heartfelt thank you to all our regular funders and to all our new ones.

We would like to send special thanks to the teams who work tirelessly behind the scenes at all of the grant giving organisations who help and support charities like ours during the application process and throughout the duration of the grant.

Our funders in 2020/2021 are:



## **National Lottery Community Fund**

Reaching Community Fund

Awards for All

Coronavirus Community Support Fund



## **Great Aycliffe & Middridge Area Action Partnership**

Covid 19 Response Project

Covid 19 Recovery Project



## **County Durham Community Foundation**

Winter Warmth Grant

Covid 19 Sustainability Fund

Great Aycliffe Fund

Stanley Fund

Community Grants Funding Programme



## **Livin**

Children's Blessings Project

Helping Hands Project

Client Aid Project



## **Karbon Homes**

Coronavirus Crisis Fund

Covid Response, Recovery and Support



## **Garfield Weston Foundation - Covid 19 Response**

## **Woodham Christian Centre**

## **Neighbourly Community Fund**



## **Tesco/Groundworks**



## **Catherine Cookson Trust**

## **Hadrian Trust**



## ACKNOWLEDGEMENTS

We would also like to thank those who donate to us each month as 'regular givers' to the charity. Your continued support is very much appreciated.

We would also like to acknowledge the support received from the following people or organisations who have either played an integral role in the development of the charity or have personally given to support us:

St Clare's Church  
 St Clare's Food Bank  
 Shirley Cormack - Tesco Community Champion  
 Newton Aycliffe Aldi Staff  
 John Bailey -Tesco Community Champion  
 In-Kind Direct  
 Harrisons Wholesale  
 Astop Limited  
 Giving World Online  
 Feeding Families  
 Thames Centre Management  
 Learning Curve  
 Stephen Gosnay & Logico



His Church  
 Newton Press/Newton News  
 Durham Cathedral  
 Miya Rose Boutique  
 Geoff Batchelor and the Rotary Club

We would also like to recognise the important part played by the general public who continue to donate pre-loved goods to the charity to help other people. Without their support we would not be able to reach so many people. - Thankyou

## Moving On into 2021/2022

The charity intends to establish itself as a County Durham Charity. We intend to address poverty, disadvantage and deprivation with a range of projects and activities. The Charity recognises that Covid 19 has caused both a health and economic crisis which will result in many more people needing support. Our flag ship projects (Helping Hands and Children's Blessings) will continue as we know this type of support is continually in demand. The support these projects offer is unique to us therefore demand to support individuals from across the whole of County Durham has been evident. We will continue to provide cleaning care pack support for at least the next 12 months as Covid 19 infections remains high. We will continue to develop our work with schools across County Durham to help us locate vulnerable children and families who may benefit from our support. We intend to look further at schemes which recycle good quality items and clothing back into the community to reduce wastage to landfill. Sessions to tackle social isolation will also be a priority in the next year as data collected from service users has evidenced that instances of anxiety and depression have increased dramatically and there is a reluctance and fear of mixing with others which has left many people isolated. We know the following year will be a challenge but we will continue to talk to our service users and referrers to ensure that we remain reactionary and provide the service that our communities need to improve health and wellbeing,

**Lifeline Community Action**  
**Financial Statements**  
**For the Year Ending**  
**31 March 2021**

**JANE ASCROFT ACCOUNTANCY LIMITED**

Chartered accountants  
Enterprise House  
Harmire Enterprise Park  
Barnard Castle  
County Durham  
DL12 8XT

# Lifeline Community Action

## Trustees' Annual Report

Year Ended 31 March 2021

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The trustees present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

### **Objectives and Activities**

#### **Purposes and Aims**

Lifeline Community Action is a charity that operates from the heart of Newton Aycliffe but provides a service across County Durham & Darlington. We primarily have supported the poorest and most disadvantaged individuals and families at a time when their need is greatest.

We seek to understand the difficulties that our communities face, such as losing a job, depression and anxiety, long term unemployment, unmanageable debt, losing a family home and the breakdown of relationships.

We provide support to strengthen families through personal development and training to develop skills which will help them achieve their goals.

We operate with a Christian Ethos but we provide a service to anyone regardless of their faith or if they have no faith at all. Our services are offered impartially, confidentially and free and we do not discriminate

#### **Ensuring our work delivers our aims**

We seek the views and opinion of our service users to establish whether we are meeting their needs and our aims. We use this data to make changes to our provision whilst not losing sight of our aims and principles.

#### **The focus of our work**

We aim to ensure that every individual or family has the basic essentials needed to stay warm, have a clean comfortable bed, the ability to cook and serve a meal, keep themselves and their homes clean. The charity therefore provides bedding, towels, crockery, kitchen utensils, pots and pans, washing powder and cleaning materials and small electrical appliances including small heaters.

We also provide baby clothing, nappies, milk, bottles and sterilisers, changing mats, srips and cots, bedding, pushchairs, sanitary protection and nightware and safety equipment such as stair gates, socket covers etc.

We provide basic cleaning care packs to help prevent the spread of Covid 19. These include toiletries, washing powder/liquid, soap, cleaning spray and hand sanitisers.

#### **How our activities deliver public benefit**

We work with a number of key partners such as the County Durham Council Covid Support Hub, Schools, Care Homes, Social Workers, Health Visitors, Housing Workers, Midwives, Police, Food Banks and other charities and organisations supporting the disadvantaged. Both partner organisations and the public themselves can refer for help. The support is usually tailored to the family and packages include items specifically needed by them.

# Lifeline Community Action

## Trustees' Annual Report *(continued)*

Year Ended 31 March 2021

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### **Achievements and Performance**

In the last year we have received an average of 116 referrals a week and supported just over 6000 people which included 2278 children.

82% of our adult service users told us they suffered from a mental health condition. 47% of this number advised us that their mental health had been improved as a result of the help received. All advised that their conditions had been exacerbated by concerns as a result of the Covid 19 pandemic.

#### **Who used and benefited from our services?**

Service users come to the charity from across County Durham and span all age groups, however 85% are under 50.

All of our service users are considered to be socially or financially disadvantaged and are asked to provide proof of need if receiving a large aid package.

### **Financial Review**

During the year ending 31st March 2021 the charity received income totalling £154,264 (2020 - £44,810) and incurred expenditure totalling £94,749 (2020 - £32,911). This led to a surplus of £59,515 (2020 - £11,899) of which £30,636 was on unrestricted funds.

#### **Principal Funding Sources**

Funding received in this financial year was from County Durham Community Foundation (Children's Blessings), County Durham Community Foundation (Winter Warmth), Livin, (Children's Blessings), Livin (Helping Hands), County Durham Community Foundation (Job Club), Rothley Trust, Hadrian Trust, National Lottery Reaching Communities Fund, County Durham Community Foundation (Covid Sustainability Fund), Awards for All, Great Aycliffe Area Action Partnership (Covid Support), Great Aycliffe Area Action Partnership (Covid Recovery), Karbon Homes, National Lottery (Coronavirus Support Fund,) Neighbourly, Tesco/Groundworks, Catherine Cookson Trust), Woodham Christian Centre & County Durham Community Foundation (Stanley Fund).

#### **Investment Policy**

Aside from retaining a prudent amount in reserves each year most of the charity's funds are to be spent in the short term so there are few funds for long term investment. Having considered the options available, the Management Committee has decided to invest the small amount that it has available in commercial common investment funds. Grants received in advance are invested on the money market. The Management Committee consider the overall return on long term investments and deposits together, at over 4% in the year, to be disappointing. A review of investment policies is therefore planned early in the new financial year.

#### **Reserves Policy**

The Trustees intend to estimate 3 months running costs and when possible ring fence £25,000 as designated unrestricted reserves. The reserves are needed to meet the working operational requirements of the charity and wind it down if it was necessary. At 31st March 2021 reserves totalled £31,527.

# Lifeline Community Action

## Trustees' Annual Report *(continued)*

Year Ended 31 March 2021

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### Plans for Future Periods

Moving forward, we intend to address poverty, disadvantage and deprivation with a range of projects and activities. The Charity recognises that Covid 19 has caused both a health and economic crisis which will result in many more people needing support. Our flag ship projects (Helping Hands and Children's Blessings) will continue as we know this type of support is continually in demand. The support these projects offer is unique to us therefore demand to support individuals from across the whole of County Durham has been evident. We will continue to provide cleaning care pack support for at least the next 12 months as Covid 19 infections remains high. We will continue to develop our work with schools across County Durham to help us locate vulnerable children and families who may benefit from our support.

We intend to look further at schemes which recycle good quality items and clothing back into the community to reduce wastage to landfill. Sessions to tackle social isolation will also be a priority in the next year as data collected from service users has evidenced that instances of anxiety and depression have increased dramatically and there is a reluctance and fear of mixing with others which has left many people isolated.

We know the following year will be challenge but we will continue to talk to our service users and referrers to ensure that we remain reactionary and provide the service that our communities needs to improve health and wellbeing.



# Lifeline Community Action

## Trustees' Annual Report *(continued)*

Year Ended 31 March 2021

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### **Structure, Governance and Management**

#### **Governing Document**

The organisation is a Charitable Incorporated Organisation established under a Constitution which established the objects and powers of the organisation.

#### **Recruitment and Appointment of Management Committee**

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. Under the requirements of the Memorandum and Articles of Association the members of the Management Committee are elected to serve for a period of three years after which they must be re-elected at the next Annual General Meeting.

All members of the Trustee Board give their time voluntarily and received no benefits from the charity.

The Trustee Board seeks to ensure that the needs of our service users are considered and the Board is representative of the community it serves. The Trustee Board was made up of four Trustees, two of whom have either resigned or informed the Board of their intention to resign in the near future. Therefore, steps have already been taken to enhance the potential pool of trustees the charity has looking at what skills and experience they would bring to the board. LCA are searching for people who would be willing to become Trustees and use their own experience to assist the charity.

#### **Trustee Induction and Training**

Trustee Induction is covered fully in the office manual. Trustees are expected to read all the recommended information suggested in the induction materials and provided by the Charity Commission (links given in induction material).

#### **Risk Management**

The Trustee Board has set up a system to review the major risks to which the charity is exposed. A risk register will be established which will be updated at least annually. Where appropriate, systems or procedures will be established to mitigate the risks the charity faces. The outcome of this assessment will be included in our Business Plan.

Procedures are in place to ensure compliance with health and safety of staff, volunteers, service users and visitors. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

#### **Organisational Structure**

In the last 12 months the charity was overseen by the Service & Personnel Manager who reported to the 5 Trustees. The charity also contracts with the Business Coordinator who managed all of the funding applications, reporting & funder statistical monitoring. The Coordinator also drafts and reviews all governance documents, policies and procedures and submits them to the Trustees. The Coordinator is contracted on a self-employed contract for services.

The charity also contracts with a bookkeeper who manages the charities finances, calculates salaries and apports all spending in conjunction with the Manager and Coordinator. The bookkeeper reports quarterly management Accounts to the Treasurer who in turn reports to the Trustees. The charity employs two other paid staff who are responsible for administration and stock control/ distribution.

Almost all volunteers were isolating (on the shielding list produced by the Government and NHS) and therefore not working for the majority of the year, a small team of temporary volunteers were recruited to support the paid staff team carry out the charity's activities. All volunteers report to the Manager

# Lifeline Community Action

## Trustees' Annual Report *(continued)*

Year Ended 31 March 2021

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### Reference and Administrative Details

**Registered charity name** Lifeline Community Action

**Charity registration number** 1168614

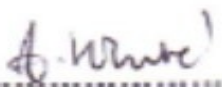
**Principal office** St Clare's Church  
St Cuthbert's Way  
Newton Aycliffe  
County Durham  
DL5 5NT

### **The Trustees**

Mr A White (Chair)  
Mr K Sadler  
Mr D Southerton  
Mrs J Donald (Treasurer)  
Mrs M Ridley  
Mrs S Scotchbrook

**Independent Examiner** Jane Ascroft FCA MA (Cantab)  
Enterprise House  
Harmire Enterprise Park  
Barnard Castle  
County Durham  
DL12 8XT

The trustees' annual report was approved on 10th November 2021 and signed on behalf of the board of trustees by:

  
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Mrs A White  
(Chair)  
Trustee

# Lifeline Community Action

## Independent Examiner's Report to the Trustees of Lifeline Community Action

Year Ended 31 March 2021

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I report to the trustees on my examination of the financial statements of Lifeline Community Action ('the charity') for the year ended 31 March 2021.

### Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 ('the Act').

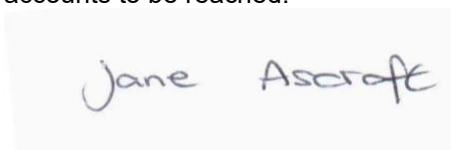
I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent Examiner's Statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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



Jane Ascroft FCA MA (Cantab)  
Independent Examiner

Enterprise House  
Harmire Enterprise Park  
Barnard Castle  
County Durham  
DL12 8XT

# Lifeline Community Action

## Statement of Financial Activities

Year Ended 31 March 2021

			2021		2020
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	4	7,993	146,271	154,264	44,263
Other income	5	—	—	—	547
<b>Total income</b>		<u>7,993</u>	<u>146,271</u>	<u>154,264</u>	<u>44,810</u>
<b>Expenditure</b>					
Expenditure on charitable activities	6,7	3,887	90,862	94,749	32,911
<b>Total expenditure</b>		<u>3,887</u>	<u>90,862</u>	<u>94,749</u>	<u>32,911</u>
<b>Net income</b>		<u>4,106</u>	<u>55,409</u>	<u>59,515</u>	<u>11,899</u>
Transfers between funds		26,530	(26,530)	—	—
<b>Net movement in funds</b>		<u>30,636</u>	<u>28,879</u>	<u>59,515</u>	<u>11,899</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		891	36,820	37,711	25,812
<b>Total funds carried forward</b>		<u>31,527</u>	<u>65,699</u>	<u>97,226</u>	<u>37,711</u>

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

The notes on pages 9 to 17 form part of these financial statements.

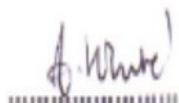
# Lifeline Community Action

## Statement of Financial Position

31 March 2021

	Note	2021 £	2020 £
<b>Current Assets</b>			
Debtors	12	10,000	–
Cash at bank and in hand		87,976	37,711
		<u>97,976</u>	<u>37,711</u>
<b>Creditors: amounts falling due within one year</b>	13	750	–
<b>Net Current Assets</b>		<u>97,226</u>	<u>37,711</u>
<b>Total Assets Less Current Liabilities</b>		<u>97,226</u>	<u>37,711</u>
<b>Net Assets</b>		<u>97,226</u>	<u>37,711</u>
<b>Funds of the Charity</b>			
Restricted funds		65,699	36,820
Unrestricted funds		31,527	891
<b>Total charity funds</b>	14	<u>97,226</u>	<u>37,711</u>

These financial statements were approved by the board of trustees and authorised for issue on 17<sup>th</sup> November 2021 and are signed on behalf of the board by:



Mrs A White  
Chair Trustee Board



# Lifeline Community Action

## Notes to the Financial Statements

Year Ended 31 March 2021

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### 1. General Information

The charity is a public benefit entity and a registered charity in England and Wales and is unincorporated. The address of the principal office is The Acorn Unit, St Clare's Church, St Cuthbert's Way, Newton Aycliffe, County Durham, DL5 5NT.

### 2. Statement of Compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

### 3. Accounting Policies

#### Basis of Preparation

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

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

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

#### Judgements and Key Sources of Estimation Uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The trustees consider that there are no significant estimates or judgements affecting these financial statements.

#### Fund Accounting

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

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

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

#### Income

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

# Lifeline Community Action

## Notes to the Financial Statements *(continued)*

Year Ended 31 March 2021

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### 3. Accounting Policies *(continued)*

#### Income *(continued)*

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

#### Expenditure

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

- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

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

#### Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

#### Trade Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Accrued income and tax recoverable is included at the best estimate of the amounts receivable at the balance sheet date.

#### Cash at Bank and in Hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

# Lifeline Community Action

## Notes to the Financial Statements *(continued)*

Year Ended 31 March 2021

### 3. Accounting Policies *(continued)*

#### Trade Creditors

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

#### Taxation

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

### 4. Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Donations</b>			
Donations	593	–	593
<b>Grants</b>			
County Durham Community Foundation	–	12,907	12,907
Livin Housing Ltd	–	25,000	25,000
Community Fund	–	89,578	89,578
GAMP	–	5,736	5,736
Awards For All	–	8,700	8,700
Karbon Housing	–	4,350	4,350
Garfield Weston	5,000	–	5,000
Other smaller grants	2,400	–	2,400
	<u>7,993</u>	<u>146,271</u>	<u>154,264</u>

# Lifeline Community Action

## Notes to the Financial Statements *(continued)*

Year Ended 31 March 2021

### 4. Donations and Legacies *(continued)*

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Donations</b>			
Donations	1,455	–	1,455
<b>Grants</b>			
County Durham Community Foundation	–	7,500	7,500
Livin Housing Ltd	–	5,300	5,300
National Lottery	–	28,408	28,408
Rothley Trust	–	1,100	1,100
Hadrian Trust	–	500	500
	<u>1,455</u>	<u>42,808</u>	<u>44,263</u>

### 5. Other Income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Refunds	<u>–</u>	<u>–</u>	<u>–</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Refunds	<u>7</u>	<u>540</u>	<u>547</u>

### 6. Expenditure on Charitable Activities by Fund Type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Expenditure on charitable activities (see page 18)	<u>3,887</u>	<u>90,862</u>	<u>94,749</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Expenditure on charitable activities (see page 18)	<u>4,457</u>	<u>28,454</u>	<u>32,911</u>

# Lifeline Community Action

## Notes to the Financial Statements (continued)

Year Ended 31 March 2021

### 7. Expenditure on Charitable Activities by Activity Type

	Activities undertaken directly £	Total funds 2021 £	Total fund 2020 £
Expenditure on charitable activities (see page 18)	94,749	94,749	32,911

### 8. Independent Examination Fees

	2021 £	2020 £
Fees payable to the independent examiner for: Independent examination of the financial statements	600	240

### 9. Staff Costs

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

	2021 £	2020 £
Wages and salaries	39,639	11,058

The average head count of employees during the year was 3 (2020: 2). The average number of full-time equivalent employees during the year is analysed as follows:

	2021 No.	2020 No.
Number of staff	3	2

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

### 10. Trustee Remuneration and Expenses

Trustees have received neither remuneration nor expenses in the current or previous year.

### 11. Transfers Between Funds

During the year £26,530 was transferred from restricted to unrestricted funds. This included £21,117 from the Community Fund which related to an agreed underspend on the Reaching Communities funding which could be transferred to provide a balance in unrestricted funding to ring fence for designated reserves.

### 12. Debtors

	2021 £	2020 £
Accrued income	10,000	—



# Lifeline Community Action

## Notes to the Financial Statements (continued)

Year Ended 31 March 2021

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

	2021 £	2020 £
Accruals and deferred income	600	—
Other creditors	150	—
	<u>750</u>	<u>—</u>

### 14. Analysis of Charitable Funds

#### Unrestricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
General funds	891	7,993	(3,887)	26,530	31,527

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
General funds	3,886	1,462	(4,457)	—	891

#### Restricted funds

	At 1 April 2020 £	Income £	Expenditure £	Transfers £	At 31 March 2021 £
Community Fund CF1 & CF2	26,306	61,329	(37,743)	(21,117)	28,775
CDCF Children's Blessings	1,500	—	(996)	(504)	—
Livin HH	1,514	5,000	(478)	(1,513)	4,523
Livin CB	3,000	—	(2,061)	(939)	—
CDCF Covid	—	5,000	(4,985)	(15)	—
CDCF Covid 2	—	5,000	(4,293)	(707)	—
CDCF Job Club	3,500	—	—	—	3,500
CDCF WW	1,000	—	(1,028)	28	—
Awards For All	—	8,700	(1,917)	—	6,783
GAMP Covid Response	—	2,740	(2,732)	(8)	—

# Lifeline Community Action

## Notes to the Financial Statements *(continued)*

Year Ended 31 March 2021

### 14. Analysis of Charitable Funds *(continued)*

GAMP Covid Recovery	–	2,996	(2,471)	(374)	151
Karbon Homes	–	3,000	(2,103)	(897)	–
Karbon Homes 2	–	1,350	(866)	(484)	–
Community Fund	–	28,249	(29,189)	–	(940)
CDCF Stanley fund	–	2,907	–	–	2,907
Livin 3	–	20,000	–	–	20,000
	<u>36,820</u>	<u>146,271</u>	<u>(90,862)</u>	<u>(26,530)</u>	<u>65,699</u>

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Community Fund CF1 & CF2	21,926	32,834	(28,454)	–	26,306
CDCF Children's Blessings	–	1,500	–	–	1,500
Livin HH	–	1,514	–	–	1,514
Livin CB	–	3,000	–	–	3,000
CDCF Job Club	–	3,500	–	–	3,500
CDCF WW	–	1,000	–	–	1,000
	<u>21,926</u>	<u>43,348</u>	<u>(28,454)</u>	<u>–</u>	<u>36,820</u>

The restricted funds all relate to projects currently underway which operate over different financial years. The funding which will continue into 2021/2022 are Community Fund, Livin Helping Hands, CDCF Job Club, Awards for All, CDCF Stanley Fund plus the 10k from Livin Client Aid.

# Lifeline Community Action

## Notes to the Financial Statements *(continued)*

Year Ended 31 March 2021

### 15. Analysis of Net Assets Between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Current assets	32,277	65,699	97,976
Creditors less than 1 year	(750)	—	(750)
<b>Net assets</b>	<u>31,527</u>	<u>65,699</u>	<u>97,226</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Current assets	891	36,820	37,711
Creditors less than 1 year	—	—	—
<b>Net assets</b>	<u>891</u>	<u>36,820</u>	<u>37,711</u>